



## REGULAR BOARD MEETING AGENDA

February 15, 2017

9:30am

Meeting Room  
Green View FCSS Building

---

#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		
#3	MINUTES	3.1 Regular Green View Family and Community Support Services Meeting minutes held January 18, 2017 – to be adopted.	1
		3.2 Business Arising from the Minutes	
#4	DELEGATION	4.1 Grande Prairie and District Victims Services Association	5
		4.2 John Howard Society	15
#5	OLD BUSINESS		
#6	NEW BUSINESS	6.1 Leader of Tomorrow Award	45
		6.2 Mountain Metis Nation Association	47
		6.3 FCSS Manager Report	71
		6.4 FCSS Coordinator, Adult	74
		6.5 FCSS Coordinator, Community Resource Center	78
		6.6 FCSS Coordinator, Support	83
		6.7 FCSS Coordinator, Youth	85
#7	MEMBER REPORTS	7.1 Chair/Member Reports	
#8	CORRESPONDENCE		
#9	IN CAMERA		
#10	ADJOURNMENT		

Minutes of a  
**REGULAR BOARD MEETING**  
**GREEN VIEW FAMILY AND COMMUNITY SUPPORT SERVICES**  
 Green View Family and Community Support Services Building  
 Valleyview, Alberta, on Wednesday, January 18, 2017

**# 1:** Chair Perron called the meeting to order at 9:28 am.  
**CALL TO ORDER**

<b>PRESENT</b>	Chair, Member at Large, Greenview Vice Chair, Member at Large, Town of Valleyview Board Member, Town of Valleyview Councillor Board Member, Greenview Councillor Board Member, Greenview Councillor Board Member, Member at Large, Greenview Board Member, Member at Large, Greenview	Roxanne Perron Teresa Plontke Tanya Boman Dave Hay Roxie Rutt Robin McCullough Trina Parker-Carroll
----------------	---	---

<b>ATTENDING</b>	FCSS Manager Recording Secretary	Lisa Hannaford Corinne D'Onofrio
------------------	-------------------------------------	-------------------------------------

**ABSENT**

**#2:** **2.0 GREEN VIEW FCSS AGENDA**  
**AGENDA** **MOTION: 17.01.01 Moved** by: BOARD MEMBER, DAVE HAY  
 That the January 18, 2017 agenda be adopted as presented.

CARRIED

**#3.1** **3.1 ORGANIZATIONAL MEETING-GREEN VIEW FCSS BOARD MEETING MINUTES**  
**ORGANIZATIONAL** **MOTION: 17.01.02 Moved** by: BOARD MEMBER, ROXIE RUTT  
**MEETING MINUTES** That the Organizational Meeting Minutes of the Green View FCSS Meeting held on  
 Monday, December 12, 2016 be adopted as presented.

CARRIED

**#3.2 REGULAR** **3.2 GREEN VIEW FCSS REGULAR BOARD MEETING MINUTES**  
**MEETING MINUTES** **MOTION: 17.01.03 Moved** by: BOARD MEMBER, DAVE HAY  
 That the Minutes of the Regular Green View FCSS Meeting held on Monday,  
 December 12, 2016 be adopted as presented.

CARRIED

**#3.3** **3.3 BUSINESS ARISING FROM THE MINUTES:**  
**BUSINESS ARISING** -Ridgevalley has received the funding for the guest speaker.  
**FROM MINUTES** -A letter was sent to Alberta Health Services advocating for the Mental Health  
 position to be filled in Valleyview.

-PACE received their funding.

**#4 DELEGATES**

**4.0 DELEGATION**

**#5 OLD BUSINESS**

**5.0 OLD BUSINESS**

There was no old business brought forward.

**#6 NEW BUSINESS**

**6.0 NEW BUSINESS**

**6.1 FAMILY SCHOOL LIAISON PROGRAM AGREEMENTS**

**MOTION: 17.01.04** Moved by: BOARD MEMBER, DAVE HAY

That Green View Family and Community Support Services Board authorize Administration to enter into an agreement with Peace Wapiti School Division and Grande Yellowhead School Division for the Family School Liaison Program.

CARRIED

**MOTION: 17.01.05** Moved by: BOARD MEMBER, TERESA PLONTKE

That Green View Family and Community Support Services Board rescind the FCSS School Liaison policy # 5003.

CARRIED

**6.2 MISCELLANEOUS GRANT SPONSORSHIP POLICY**

**MOTION: 17.01.06** Moved by: BOARD MEMBER, ROXIE RUTT

That Green View Family and Community Support Services Board adopt the Miscellaneous Grant Sponsorship Policy with an amendment to the funds given to a maximum of \$1000.00.

CARRIED

**6.3 FCSS MANAGER REPORT**

**MOTION: 17.01.07** Moved by: BOARD MEMBER, TANYA BOMAN

That the Green View FCSS Board accept the January 2017 Manager's report as presented for information.

CARRIED

Chair Perron recessed the meeting at 10:54am.

Chair Perron reconvened the meeting at 10:59am.

**6.4 FCSS COORDINATOR, ADULT**

**MOTION: 17.01.08 Moved by:** BOARD MEMBER, TERESA PLONTKE

That the Green View FCSS Board accept the January 2017 Adult Coordinator's report as presented for information.

CARRIED

**6.5 FCSS COORDINATOR, COMMUNITY RESOURCE CENTER**

**MOTION: 17.01.09 Moved by:** BOARD MEMBER, DAVE HAY

That the Green View FCSS Board accept the January 2017 Community Resource Center Coordinator's report as presented for information.

CARRIED

**6.6 FCSS COORDINATOR, SUPPORT**

**MOTION: 17.01.10 Moved by:** BOARD MEMBER, TERESA PLONTKE

That the Green View FCSS Board accept the January 2017 Support Coordinator's report as presented for information.

CARRIED

**6.7 FCSS COORDINATOR, YOUTH**

**MOTION: 17.01.11 Moved by:** BOARD MEMBER, TERESA PLONTKE

That the Green View FCSS Board accept the January 2017 Youth Coordinator's report as presented for information.

CARRIED

**#7  
MEMBER REPORTS**

**7.1 CHAIR/MEMBER REPORTS**

**VICE CHAIR PLONTKE**

- Had no report at this time

**BOARD MEMBER PARKER-CARROLL**

- Had no report at this time

**BOARD MEMBER BOMAN**

- Valleyview Town Council has chosen a student from Hillside High School to attend Council meetings to represent youth in the community
- Attended a tour of the Multiplex
- Construction is tentatively set to begin in the Spring of 2017 on the new Town office site



**BOARD MEMBER RUTT**

- Attended the Youth Squad event

**BOARD MEMBER HAY**

- Is a member of the Mighty Peace Alliance Watershed Board which is set to have an information session in February

**BOARD MEMBER ROBIN MCCULLOUGH**

- Had no report at this time

**CHAIR PERRON**

- Had no report at this time

#8  
CORRESPONDENCE

**8.0 CORRESPONDENCE**

#9 IN CAMERA

**9.0 IN CAMERA CONFIDENTIAL ITEM**

The next Green View FCSS Board Meeting will be tentatively scheduled for Wednesday, February 15, 2017 at 9:30am.

#10  
ADJOURNMENT

**10.0 ADJOURNMENT**

**MOTION: 17.01.12** Moved by: BOARD MEMBER , TANYA BOMAN  
That this meeting adjourn at 12:18 pm.

CARRIED

---

F.C.S.S. MANAGER

---

F.C.S.S. CHAIR

4707 – 50 Street, Box 1079, Valleyview AB T0H 3N0  
T 780.524.7603 F 780.524.7603  
[www.mdgreenview.ab.ca](http://www.mdgreenview.ab.ca)

---

SUBJECT:	<b>Delegation- Grande Prairie and District Victims Services Association</b>		
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	Wednesday, February-15-2017	GM:	INT      MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services		PREPARER: LDH

---

### RELEVANT LEGISLATION:

**Green View FCSS Policy-N/A**

---

### RECOMMENDED ACTION:

**MOTION: That Green View Family and Community Support Services Board accept the Grande Prairie and District Victim Services Association presentation as information.**

---

### BACKGROUND / PROPOSAL:

Joan Suddaby, Executive Director from the Grande Prairie and District Victim Services Association, will provide an overview of programs and services offered by the Grande Prairie and District Victim Services Association.

---

### OPTIONS / BENEFITS / DISADVANTAGES:

**Option** – The Green View FCSS Board has the option to accept or deny the presentation.

**Benefit** – The benefit of accepting the presentation is to provide additional information on the grant request.

**Disadvantages** – There are no perceived disadvantages in accepting the presentation.

---

### COSTS / SOURCE OF FUNDING:

N/A

---

### ATTACHMENT(S):

N/A

4707 – 50 Street, Box 1079, Valleyview AB T0H 3N0  
T 780.524.7603 F 780.524.7603  
[www.mdgreenview.ab.ca](http://www.mdgreenview.ab.ca)

---

SUBJECT:	<b>Grande Prairie &amp; District Victim Services Grant Request</b>		
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	Wednesday, February-15-2017	GM:	INT      MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services		PREPARER: LDH

---

## RELEVANT LEGISLATION:

**Green View FCSS Policy-N/A**

---

## RECOMMENDED ACTION:

**MOTION:** That Green View Family and Community Support Services Board authorize administration to provide \$3000.00 to the Grande Prairie and District Victim Services Association to provide support, information and referrals to victims of crime and tragedy.

---

## BACKGROUND / PROPOSAL:

Grande Prairie Victims Services Association provides support, information and referral to victims of crime and tragedy. In 2016, 35 victim impact files were opened to assist Greenview residents residing in Grovedale, DeBolt, Little Smoky and Crooked Creek. Residents from Valleyview and Grande Cache are also supported through the court process by Grande Prairie Victims Services as Grande Prairie is the hub for Court of Queen's Bench. Green View FCSS provided Grande Prairie and District Victims Services \$1500.00 in 2015, and \$2500.00 in 2016.

---

## OPTIONS / BENEFITS / DISADVANTAGES:

**Option** – The Green View FCSS Board has the option to approve, deny or alter the funding amount.

**Benefit** – The benefit of approving the funding request is to ensure Greenview residents are supported in times of crime or tragedy.

**Disadvantages** – There are no perceived disadvantages in approving the funding request.

---

## COSTS / SOURCE OF FUNDING:

A total of \$3000.00 to come from the 2017 operating budget, Grants to External Organizations.

---

## ATTACHMENT(S):

Grant Application Form



Green View FCSS  
Municipal District of Greenview No. 16  
Box 1079, Valleyview, AB T0H 3N0  
Phone: 780.524.7603 Fax: 780.524.4130

## GREEN VIEW FCSS GRANT APPLICATION

### ORGANIZATION INFORMATION

#### Name of Organization

Grande Prairie & District Victim Services Association

#### Address of Organization

10202-99 Street, Grande Prairie, AB. T8V 2H4

#### Contact Name

Joan Suddaby

#### Phone Number

780-830-5757

#### Purpose of Organization

To provide information, support & referrals to victims of crime and tragedy. This includes Court Orientation and Court Support, liaising with the RCMP and the Crown. We provide updates to the victims on their file as it moves through the Court System. We provide 24/7 - 365 days per year of emergency on-call in conjunction with the RCMP. We have a volunteer component, we are governed by a volunteer Board of Directors and we rely on volunteer's to assist with court support, emergency on call and public relations in the communities that we serve. Grande Prairie is the Hub for Court of Queens Bench, we receive referrals from other

Is your organization non-profit? yes ☒ no ☐ Does your organization have a charitable status? yes ☒ no ☐

### Applicant's Information

Name Joan Suddaby

Position Executive Director

Address 10202-99 Street, Grande Prairie, AB. T0H 0W3

Phone Number (H)

(W) 780-830-5757

(C) 780-933-3481

E-mail address gpvsu@telus.net

Signature

Date January 11, 2017

Please attach additional documentation that supports your application and include work description or details, other funds source, event or program timeline, estimates, a detailed budget, expected results and benefits to the Municipality in relation to this project.

By signing this application, I/we concur with the following statements:

- \* The grant application is complete and includes all supporting documentation, including most recent financial statements based on legislative requirements of our organization, balance sheet, current bank balances and current year detailed operating budget.
- \* The grant shall be used for only those purposes for which the application was made. If the original grant application or purposes for which the grant requested have been modified by the Green View FCSS board; the grant will be used for those varied purposes only.
- \* The organization will provide a written report to the Green View FCSS office, within 30 days of completion of the grant.
- \* The organization agrees to submit to an evaluation of the project related to the grant.
- \* The organization will return any unused portion of the grant funds to Green View FCSS or to request approval from the FCSS Board to use the funds for an optional project.



## GRANT INFORMATION

### Total Amount Requested

\$3,000.00

### When will you require the funds?

2017 fiscal year

*Please note for all grant applications over \$2,500, the applicant must make a presentation to the FCSS*

### Board. Proposed Project

To continue providing support, information and referrals to victims of crime and tragedy that live in the M.D of Greenview. Grande Prairie VSU currently serves the communities of Grovedale, Debolt, Little Smokey and Crooked Creek on a regular basis . In 2016 we opened 35 files from those communities and of those files there were 4 emergency call outs, 3 calls were to Debolt and 1 call was to Grovedale.

Each referral that we receive, the time can vary from 1 hour to 55 hours, time depends on the crime, and if there were more than one accused.

Emergency call outs also vary in time; they can vary from 1 hour to 12 hours depending on how many victims there were and what type of crime. The cost of the call outs vary as staff are paid time and half at a minimum or three hours per call out and we also take into consideration the round trip mileage to each call. We rely on volunteers to assist with the emergency calls, however there are not enough volunteers to cover off all emergency calls, so paid staff must attend. It is protocol to have two VSU representatives at each emergency call. If no volunteers are available, two staff go and they get paid time and a half.

We get referrals from Valleyview and Grande Cache for court support as Grande Prairie is the hub for Court of Queens Bench. We liaise with Valleyview VSU, RCMP and the Crown as well as provide court orientation and court support for these individuals. The time spent on these files have not been documented as our current computer program does not allow us to add Valleyview to the drop down menu of the program. The computer program is being looked at by a computer technician to see if Valleyview and Grande Cache can be added .

Valleyview VSU was not able to provide stats to me as they are not required to keep stats. In lieu of the stats , they provided a letter of support and It is attached to this proposal.

Going forward for 2017, we will be tracking the court files manually. I am hopeful that our computer program is able to be modified to add both Valleyview and Grande Cache.

### How will this project be preventative in nature?

- ~ We will work closely with the individual and act as an advocate as needed with the Crown and RCMP.
- ~ Build stronger links with first responders to all crimes and tragedy that are referred to VSU, to better support the client.
- ~ Establish greater information sharing among member agencies, to improve services to the client
- ~ Safety Planning
- ~ Teach and improve victim safety and access to community supports and services
- ~ Intervene to prevent escalation of family violence by early intervention - contacting the victim within 24 hours of receiving the referral
- ~ Address concerns or issues involving children that are exposed to crime, violence and tragedy
- ~ Provide support throughout the court system
- ~ Increase Perpetrator Accountability, by influencing appropriate sentencing
- ~ Increase Public Awareness of issues on, family violence, crimes and tragedies.



**Who will be served by the project/ program and how many people do you expect will attend this event (if relevant)?**

We will serve all clients that are referred or walk into our office from the M.D. of Greenview No. 16. and we will also provide emergency call outs on a 24/7, 365 days a year to all victims of crime and tragedy from that area.

In 2016 we served 35 clients from the M.D of Greenview that we were able to track in our computer system. The number of referrals vary each year.

We served clients from Valleyview and area that we were not able to keep statistics on. We will be tracking those clients manually in 2017.

**How will this program benefit the community?**

By providing information, support and referrals to victims of crime and tragedy, by putting them in touch with programs, services and agencies that will assist them at the time of natural disasters, tragedies and crime.

**How will you recognize the contribution from Green View FCSS to your organization and in the community?**

By placing your logo on our Website and having your logo visible at all Public Information Events.

**How will this program be measured for success?**

We use a client survey to measure success as well as feedback from our community partners.



## ADDITIONAL INFORMATION

Have you previously applied for a grant from the Green View FCSS grants program?

yes ☒ no ☐

List the year, amount and purpose of the last two grants your organization has received from the Green View FCSS Grants Program:

1. Grant Amount

\$1500.00

Year grant was received 2015

Purpose of Grant

To continue providing support, information and referrals to victims of crime and tragedy that live in the M.D of Greenview.

Support from the time of referral to the completion of the file which may include Court Support, liaising with Valleyview VSU, RCMP and the Crown. This also may include court orientation and court support.

2. Grant Amount

\$2500.00

Year grant was received 2016

Purpose of Grant

To continue providing support, information and referrals to victims of crime and tragedy that live in the M.D of Greenview.

Support from the time of referral to the completion of the file which may include Court Support, liaising with Valleyview VSU, RCMP and the Crown. This also may include court orientation and court support.

Have you provided Green View FCSS with a final completion report for past grant funds received?

yes ☒ no ☐

If not, why has the report not been filed?

Have you applied for grant funds from sources other than the Green View FCSS grants program?

yes ☒ no ☐

Have you received grant funds from sources other than the Green View FCSS grants program?

yes ☐ no ☐

If yes, please describe when, who, purpose and amount.

2016 we received:

\$150,000 /yr Solicitor General

\$95,000/yr Alberta Services - Family Violence - Operational costs for the Family Violence Program

\$45,000.00/yr City of Grande Prairie

\$2,400.00/yr Birch Hills County

\$30,000.00/yr County of Saddle Hills

**IMPORTANT:** Save a copy of your application before you print or submit it. This form will reset after printing and/or submitting your application.

**PLEASE ATTACH BUDGET REPORT WITH YOUR APPLICATION**



**Valleyview Victims  
Assistance  
Box 1050  
Valleyview, Alberta  
T0H 3N0**

**Aug 05/2016**

***To Whom It May Concern***

***Valleyview Victims Assistance coordinates with Grande Prairie Victim Services on a regular basis. Our victims in Valleyview have no access to Family Court or Queens Bench Court. Grande Prairie Victim Services staff are trained and efficient, providing support and information for our victims of family violence, from Valleyview, Sturgeon Lake Cree Nation and surrounding area. Their support is invaluable for our community!***

**Mary Wilson  
Program Manager  
Valleyview Victims Assistance  
[mary.b.wilson@rcmp-grc.gc.ca](mailto:mary.b.wilson@rcmp-grc.gc.ca)  
780-524-3184**



## 2017 M.D of Greenview No.16 Budget

	<b>Revenue</b>		
	\$3,000.00		
<b>Expenses</b>			
Client Supplies		\$200.00	Blankets, snacks and water
Emergency Call outs Debolt		\$2,110.00	(2 staff) wage, mileage (x5)
Emergency Call outs Grovedale		\$1,152.00	(2staff) wage, mileage (x2)
<b>Expenses</b>		\$3,462.00	
<b>Net Income</b>	\$3,000.00		
<b>Balance</b>		\$462.00	

Client supplies is an estimate that amount does vary depending on how many supplies are used through the year.

Break down of Emergency call outs to Grovedale two staff at an average of 4 hours per call \$360.00 (wage)

Staff Wage is an estimate, there can be times when a volunteer can go with the staff

Mileage up to Grovedale town site \$24.00

Mileage to Debolt Townsite \$62.00

Mileage is also an estimate as the call may be outside of the town limits for both hamlets.

You are not being billed for other operational costs to operate this service. (General and Administration, eg. office supplies, telephone, insurance, etc.)

# Grande Prairie & District Victim's Assistance Comparative Income Statement

13

REVENUE	12/31/16	Actual 01/01/2016 to 12/31/2016	Budget 01/01/2016 to 12/31/2016	Difference	Percentage Used
<b>Sales Revenue</b>					
Government Grant Revenue	20,416.67	245,000.00	245,000.00	0.00	100.00% MNP will determine deferred FV
City of Grande Prairie	3,750.00	45,000.00	45,000.00	0.00	100.00%
Donations	0.00	28,384.89	20,000.00	8,384.89	141.92%
Casino / Rotary Revenue	1,065.83	17,017.77	12,790.00	4,227.77	133.06% Allocated as per MNP
General Fundraising Revenue	660.00	660.00	1,556.00	-896.00	42.42%
Birch Hills County Grant	208.33	2,500.00	2,400.00	100.00	104.17% Budget 2400.00 received 2500.00
Town of Sexsmith	125.00	1,500.00	1,500.00	0.00	100.00%
Town of Spirit River	583.33	0.00	2,000.00	-2,000.00	0.00% Not received
Saddle Hills County Revenue	1,666.67	20,000.00	20,000.00	0.00	100.00%
County of Grande Prairie	1,250.00	15,000.00	15,000.00	0.00	100.00%
MD of Spirit River	125.00	1,500.00	1,500.00	0.00	100.00%
MD of Greenview	208.33	2,500.00	2,500.00	0.00	100.00%
Gov't of AB-CIP Restricted Grant	850.00	10,200.00	10,200.00	0.00	100.00%
Interest Revenue	0.00	559.75	12.00	547.75	4664.58%
CISM Training Revenue	0.00	2,714.00	0.00	2,714.00	0.00%
<b>TOTAL REVENUE</b>	<b>30,909.16</b>	<b>392,536.41</b>	<b>379,458.00</b>	<b>13,078.41</b>	
<b>EXPENSE</b>					
<b>Payroll Expenses</b>					
Staff Wages	23,110.45	292,068.06	294,503.81	(2,435.75)	99.17%
On Call Wages	588.36	13,232.72	13,000.00	232.72	101.79%
Benefit Expense	2,070.56	29,510.29	29,000.00	510.29	101.76%
<b>Total Payroll Expense</b>	<b>25,769.37</b>	<b>334,811.07</b>	<b>336,503.81</b>	<b>(1,692.74)</b>	
<b>General &amp; Administrative Expenses</b>					
Fundraising Expense	0.00	416.50	500.00	(83.50)	83.30%
Accounting, Bookkeeping	871.25	9,375.51	16,100.00	(6,724.49)	58.23% 2014 6700.00, 2015 7600.00
Advertising & Promotions	0.00	289.14	200.00	89.14	144.57%
Amortization	0.00	0.00	500.00	(500.00)	0.00% 2014 1724.92 2015 2256.68
Association Dues	0.00	570.47	300.00	270.47	190.16%
CISM Training	0.00	2,970.52	0.00	0.00	0.00%
Direct Client Costs	10.43	211.26	300.00	(88.74)	70.42%
Hostess/Meeting Expense	0.00	198.89	200.00	(1.11)	99.45%
Insurance	61.08	733.00	1,277.00	(544.00)	57.40%
Insurance - Vehicle & R&M	221.57	1,920.48	3,800.00	(1,879.52)	50.54%
Interest & Bank Charges	16.50	479.38	550.00	(70.62)	87.16%
Office & Computer Supplies	941.26	4,925.03	3,227.19	1,697.84	152.61%
Educational Materials	0.00	0.00	200.00	(200.00)	0.00%
Recruit/Train/Travel - Staff	185.61	9,054.91	8,000.00	1,054.91	113.19%
Recruit/Train/Travel - Volunteers	202.79	3,029.35	4,000.00	(970.65)	75.73%
Telephone/Internet	307.24	4,014.32	3,800.00	214.32	105.64%
<b>Total General &amp; Admin. Expenses</b>	<b>2,817.73</b>	<b>38,188.76</b>	<b>42,954.19</b>	<b>(4,765.43)</b>	
<b>TOTAL EXPENSE</b>	<b>28,587.10</b>	<b>372,999.83</b>	<b>379,458.00</b>	<b>(6,458.17)</b>	
<b>NET INCOME</b>	<b>2,322.06</b>	<b>19,536.58</b>	<b>0.00</b>	<b>19,536.58</b>	

**Revenue**

Government Grant Revenue (Sol Gen/Alberta Services)	\$245,000.00
City of Grande Prairie	\$50,000.00
Birch Hills County	\$2,500.00
Town of Sexsmith	\$1,500.00
Town of Spirit River	\$1,500.00
County of Grande Prairie	\$15,000.00
M.D. of Spirit River	\$1,500.00
M.D of Greenview	\$3,000.00
Saddle Hills County	\$30,000.00
<b>Total Revenue</b>	<b>\$350,000.00</b>

**Other Revenue**

Donations	\$27,000.00
General Fundraising Revenue	\$6,000.00
Other Income	\$30,000.00
Interest Revenue	\$0.00
<b>Total Other Revenue</b>	<b>\$63,000.00</b>

<b>TOTAL REVENUE</b>	<b>\$413,000.00</b>
----------------------	---------------------

**Payroll Expenses**

Staff Salaries	\$291,392.00
On-Call Wages	\$15,000.00
Benefits & Expenses (CPP, EI, Ext.)	\$30,000.00
<b>Total Payroll Expenses</b>	<b>\$336,392.00</b>

**General & Admin Expenses**

Fundraising Expenses	\$10,000.00
Accounting & Bookkeeping	\$19,748.00
Advertising & Promotions	\$500.00
Amortization	\$2,200.00
Association Dues	\$600.00
Direct Client Costs	\$600.00
Hostess/Meeting Expense	\$800.00
Insurance	\$1,260.00
Van Expenses & Insurance/Registration	\$3,800.00
Interest & Bank Charges	\$500.00
Office & Computer Supplies	\$7,000.00
Educational Materials	\$600.00
Recruit/Train/Travel/Appreciation Volunteers	\$13,000.00
Recruit/Train/Travel/ Staff	\$13,000.00
Telephone/Internet	\$3,300.00
Contingency	\$0.00
<b>Total General &amp; Admin Expenses</b>	<b>\$76,908.00</b>

<b>TOTAL EXPENSES</b>	<b>\$413,300.00</b>
-----------------------	---------------------

<b>NET INCOME</b>	<b>\$413,000.00</b>
-------------------	---------------------

<b>OPERATING SURPLUS/DEFICIT</b>	<b>\$0.00</b>
----------------------------------	---------------

4707 – 50 Street, Box 1079, Valleyview AB T0H 3N0  
T 780.524.7603 F 780.524.7603  
[www.mdgreenview.ab.ca](http://www.mdgreenview.ab.ca)

---

SUBJECT:	<b>Delegation- John Howard Society</b>	
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	Wednesday, February-15-2017	GM: INT MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services	PREPARER: LDH

---

### RELEVANT LEGISLATION:

**Green View FCSS Policy-N/A**

---

### RECOMMENDED ACTION:

**MOTION: That Green View Family and Community Support Services Board accept the John Howard Society presentation as information.**

---

### BACKGROUND / PROPOSAL:

Penny Mickanuck, Executive Director for the John Howard Society of Grande Prairie, will provide an overview of programs and services offered by the John Howard Society.

---

### OPTIONS / BENEFITS / DISADVANTAGES:

**Option** – The Green View FCSS Board has the option to accept or deny the presentation.

**Benefit** – The benefit of accepting the presentation is to update the Board on services provided by the John Howard Society.

**Disadvantages** – There are no perceived disadvantages in accepting the presentation.

---

### COSTS / SOURCE OF FUNDING:

N/A

---

### ATTACHMENT(S):

N/A

4707 – 50 Street, Box 1079, Valleyview AB T0H 3N0  
T 780.524.7603 F 780.524.7603  
[www.mdgreenview.ab.ca](http://www.mdgreenview.ab.ca)

---

<b>SUBJECT:</b>	<b>John Howard Society of Grande Prairie Grant Request</b>		
<b>SUBMISSION TO:</b>	Green View Family & Community Support Services Board Meeting	<b>REVIEWED AND APPROVED FOR SUBMISSION</b>	
<b>MEETING DATE:</b>	Wednesday, February-15-2017	<b>GM:</b>	<b>INT</b>
<b>DEPARTMENT:</b>	Green View Family & Community Support Services	<b>MANAGER:</b>	<b>LDH</b>
		<b>PREPARER:</b>	<b>LDH</b>

---

**RELEVANT LEGISLATION:**  
**Green View FCSS Policy-N/A**

---

**RECOMMENDED ACTION:**  
**MOTION: That Green View Family and Community Support Services Board authorize administration to provide \$\_\_\_\_\_ to the John Howard Society of Grande Prairie for the Eureka Program.**

---

**BACKGROUND / PROPOSAL:**  
The John Howard Society of Grande Prairie is a community based non-profit organization that is concerned with the causes and consequence of crime. The Society offers the Eureka program, targeted to grade 7 students, and provides conflict resolution training so that youth experience more respectful, considerate and healthy peer relationships. Although the content of the Eureka program includes critical thinking skills and emphasizes respect and empathy for others, conflict resolution and crime prevention activities are mandated under Justice based Programs and are therefore ineligible for FCSS mandated funding. The Green View FCSS Board granted John Howard Society of Grande Prairie \$10,000.00 in 2016 for the Eureka Program. The Society has requested \$11,000.00 in 2017, and administration recommends providing a grant in the amount of \$6000.00, as some content offered by the Green View FCSS Youth Coordinator may be duplicated in current FCSS programming like Skills and KIDO. Although providing a grant in the amount of \$6000.00 is less than the request, it would still allow some Eureka programming to continue in Greenview schools. The Green View FCSS Board has budgeted \$65,000.00 in grants to external organizations.

---

**OPTIONS / BENEFITS / DISADVANTAGES:**  
**Option** – The Green View FCSS Board has the option to approve, alter, or deny the funding amount.  
**Benefit** – The benefit of approving the funding request is to support some Eureka programming in schools within Greenview whose administration feels their student population would benefit from the Eureka program.  
**Disadvantages** – There are no perceived disadvantages in approving \$6000.00 to the Eureka program, however the Board must be aware that future funding requests are likely.

---

**COSTS / SOURCE OF FUNDING:**  
A total of \$\_\_\_\_\_ to come from the 2017 operating budget, Grants to external Organizations.

---

**ATTACHMENT(S):**  
Grant Application



## GREEN VIEW FCSS GRANT APPLICATION

### ORGANIZATION INFORMATION

---

Name of Organization

Address of Organization

Contact Name

Phone Number

Purpose of Organization

Is your organization non-profit? **yes**      **no**      Does your organization have a charitable status? **yes**      **no**

### Applicant's Information

---

Name

Position

Address

Phone Number (H)

(W)

(C)

E-mail address

Signature

Date

**Please attach additional documentation that supports your application and include work description or details, other funds source, event or program timeline, estimates, a detailed budget, expected results and benefits to the Municipality in relation to this project.**

***By signing this application, I/we concur with the following statements:***

- \* The grant application is complete and includes all supporting documentation, including most recent financial statements based on legislative requirements of our organization, balance sheet, current bank balances and current year detailed operating budget.
- \* The grant shall be used for only those purposes for which the application was made. If the original grant application or purposes for which the grant requested have been modified by the Green View FCSS board; the grant will be used for those varied purposes only.
- \* The organization will provide a written report to the Green View FCSS office, within 30 days of completion of the grant.
- \* The organization agrees to submit to an evaluation of the project related to the grant.
- \* The organization will return any unused portion of the grant funds to Green View FCSS or to request approval from the FCSS Board to use the funds for an optional project.

## GRANT INFORMATION

---

**Total Amount Requested**

When will you require the funds?

*Please note for all grant applications over \$2,500, the applicant must make a presentation to the FCSS Board.*

**Proposed Project**



How will this project be preventative in nature?





Who will be served by the project/ program and how many people do you expect will attend this event (if relevant)?

How will this program benefit the community?

How will you recognize the contribution from Green View FCSS to your organization and in the community?

How will this program be measured for success?

## ADDITIONAL INFORMATION

Have you previously applied for a grant from the Green View FCSS grants program? **yes** **no**

List the year, amount and purpose of the last two grants your organization has received from the Green View FCSS Grants Program:

1. Grant Amount Year grant was received

Purpose of Grant

2. Grant Amount Year grant was received

Purpose of Grant

Have you provided Green View FCSS with a final completion report for past grant funds received? **yes** **no**

If not, why has the report not been filed?

Have you applied for grant funds from sources **other** than the Green View FCSS grants program? **yes** **no**

Have you received grant funds from sources other than the Green View FCSS grants program? **yes** **no**

If yes, please describe when, who, purpose and amount.

**IMPORTANT:** Save a copy of your application before you print or submit it. This form will reset after printing and/or submitting your application.



**PLEASE ATTACH BUDGET REPORT WITH YOUR APPLICATION**

**THE JOHN HOWARD SOCIETY  
OF GRANDE PRAIRIE**

**Financial Statements**  
For the year ended  
December 31, 2015

**THE JOHN HOWARD SOCIETY OF GRANDE PRAIRIE**  
**Financial Statements**  
**For the year ended December 31, 2015**

**Contents**

---

**Auditors' Report**

**Financial Statements**

Statement of Financial Position	1
Statement of Changes in Net Assets	2
Statement of Operations	3
Statement of Cash Flows	4
Notes to Financial Statements	5 - 9



Tel: 780 539 7075  
Fax: 780 538 1890  
www.bdo.ca

BDO Canada LLP  
200 - 9805 97 Street  
Grande Prairie AB T8V 8B9 Canada

---

## Independent Auditors' Report

---

### To the Board of Directors of The John Howard Society of Grande Prairie

We have audited the accompanying financial statements of The John Howard Society of Grande Prairie, which comprise the statement of financial position as at December 31, 2015, and the statement of changes in net assets, statement of operations, and statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained in our audit is sufficient and appropriate to provide a basis for our qualified audit opinion.

### Basis for Qualified Opinion

In common with many charitable organizations, the Society derives revenue from cash donations the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Society. Therefore, we were not able to determine whether any adjustments might be necessary to donations, excess of revenues over expenses, and cash flows from operations for the year ended December 31, 2015 and 2014, current assets and net assets as at December 31, 2015 and 2014, and net assets as at January 1 and December 31 for both the 2015 and 2014 years. Our audit opinion for the year ended December 31, 2014 was modified accordingly because of the possible effects of this limitation in scope.

### Qualified Opinion

In our opinion, except for the possible effects of the matter described in the Basis of Qualified Opinion paragraph, the financial statements present fairly, in all material respects, the financial position of The John Howard Society of Grande Prairie as at December 31, 2015 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Chartered Professional Accountants

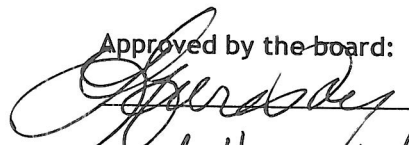
Grande Prairie, Alberta  
June 28, 2016

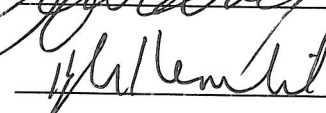
# THE JOHN HOWARD SOCIETY OF GRANDE PRAIRIE

## Statement of Financial Position

December 31	2015	2014
<b>Assets</b>		
<b>Current</b>		
Cash	\$ 668,485	\$ 72,904
Short-term investments (Note 2)	-	483,691
Accounts receivable (Note 3)	40,458	16,823
Prepaid expenses	32,365	5,122
	<u>741,308</u>	<u>578,540</u>
Equipment (Note 4)	34,656	47,398
	<u>\$ 775,964</u>	<u>\$ 625,938</u>
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable (Note 5)	\$ 67,470	\$ 22,140
Deferred revenue (Note 6)	561,828	446,353
	<u>629,298</u>	<u>468,493</u>
Unamortized government grant (Note 6)	29,155	40,087
	<u>658,453</u>	<u>508,580</u>
<b>Net Assets</b>		
Unrestricted net assets	112,010	110,047
Net assets invested in capital assets	5,501	7,311
	<u>117,511</u>	<u>117,358</u>
	<u>\$ 775,964</u>	<u>\$ 625,938</u>

Approved by the board:

 Director

 Director

The accompanying notes are an integral part of these financial statements

---

**THE JOHN HOWARD SOCIETY OF GRANDE PRAIRIE**  
**Statement of Changes in Net Assets**

---

**For the year ended December 31** **2015** **2014**

---

**Unrestricted Net Assets**

Balance, beginning of year	\$ 110,047	\$ 93,859
Excess of revenue over expenditures	153	13,740
Amortization, net	1,810	2,448
Capital asset additions	-	(11,016)
Government grant	-	11,016
	<hr/>	<hr/>
Balance, end of year	\$ 112,010	\$ 110,047

---

**Net Assets Invested in Capital Assets**

Balance, beginning of year	\$ 7,311	\$ 9,759
Capital asset additions	-	11,016
Government grant	-	(11,016)
Amortization, net	(1,810)	(2,448)
	<hr/>	<hr/>
Balance, end of year	\$ 5,501	\$ 7,311

---

The accompanying notes are an integral part of these financial statements



## THE JOHN HOWARD SOCIETY OF GRANDE PRAIRIE

### Statement of Operations

For the year ended December 31	2015	2014
<b>Revenue</b>		
Alberta Health Services	\$ 770,561	\$ 750,813
Alberta Law Foundation	200,060	193,102
City of Grande Prairie	70,231	71,439
County of Grande Prairie	10,000	7,815
Donations	196	2,650
Government of Alberta	15,430	16,159
Interest	1,968	5,155
Law Foundation of Ontario	60,585	71,351
Memberships	20	30
Miscellaneous	4,631	15,301
United Way	36,000	35,000
	<u>1,169,682</u>	<u>1,168,815</u>
<b>Expenditures</b>		
Advertising	3,506	1,909
Amortization, net (Note 6)	1,810	2,448
Bank charges and interest	63	40
Cleaning	1,579	1,379
Contract - therapy	54,575	57,570
Contract - work	112,876	65,870
Equipment maintenance	22,547	21,941
Insurance	5,009	7,079
Materials and training resources	7,381	10,860
Memberships, dues and subscriptions	10,270	10,176
Miscellaneous	1,941	5,255
Moving	-	144
Office supplies	28,631	21,304
Professional fees	10,365	12,726
Program development	12,250	-
Rent	92,747	87,918
Staff training	20,878	22,467
Travel and meetings	25,745	30,101
Wages and salaries	757,356	795,888
	<u>1,169,529</u>	<u>1,155,075</u>
<b>Excess of revenue over expenditures</b>	<u>\$ 153</u>	<u>\$ 13,740</u>

The accompanying notes are an integral part of these financial statements

## THE JOHN HOWARD SOCIETY OF GRANDE PRAIRIE

### Statement of Cash Flows

For the year ended December 31	2015	2014
<b>Cash Provided (Used) By:</b>		
<b>Operating Activities</b>		
Cash received from funding agencies and donations	\$ 1,259,555	\$ 1,176,756
Cash paid for program expenses	(1,149,570)	(1,199,464)
Interest received	1,968	5,155
Interest paid	(63)	(40)
	<u>111,890</u>	<u>(17,593)</u>
<b>Investing Activities</b>		
Purchase of equipment	-	(11,016)
Decrease in investments	483,691	44,336
	<u>483,691</u>	<u>33,320</u>
Net change in cash position	595,581	15,727
Cash, beginning of year	<u>72,904</u>	<u>57,177</u>
Cash, end of year	<u>\$ 668,485</u>	<u>\$ 72,904</u>

---

## THE JOHN HOWARD SOCIETY OF GRANDE PRAIRIE

### Notes to the Financial Statements

---

December 31

---

#### 1. Summary of Significant Accounting Policies

##### (a) Purpose of the Society

The John Howard Society of Grande Prairie is a society that aims to aid in the prevention of crime through the provision of programs and services to, and education of, the general public, as well as those more directly affected by crime. The Society is exempt from income taxes under Section 149 (1) of the Income Tax Act.

##### (b) Management Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future.

##### (c) Financial Instruments

Financial Instruments are recorded at fair value when acquired or issued. In subsequent periods, equities traded in an active market and derivatives are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at cost or amortized cost less impairment, if applicable. Financial assets are tested for impairment when changes in circumstances indicate the asset could be impaired. Transaction costs on the acquisition, sale or issue of financial instruments are expensed for those items remeasured at fair value at each balance sheet date and charged to the financial instrument for those measured at amortized cost.

##### (d) Capital Assets

Property and equipment are stated at cost less accumulated amortization. Amortization based on the estimated useful life of the asset is calculated on the diminishing balance basis, except for leasehold improvements, as follows:

Furniture and equipment	20% declining balance
Computer equipment	30% declining balance
Leasehold improvements	5 years straight line

---

## THE JOHN HOWARD SOCIETY OF GRANDE PRAIRIE

### Notes to the Financial Statements

---

(e) Contributed Services

Volunteers contribute a large number of hours annually to assist the Society in carrying out its daily fundraising and program activities. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

(f) Revenue Recognition

The Society follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Restricted contributions for the purchase of capital assets that will be amortized are deferred and recognized as revenue on the same basis as the amortization expense related to the acquired capital assets. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

---

2. Investments

	Interest Rate	Maturity Date	2015	2014
<b>Short term Investments</b>				
Cash			\$ -	\$ 383,691
Non-Redeemable GIC	3.00%	March 2015	-	50,000
Non-Redeemable GIC	2.00%	July 2015	-	50,000
			<u>\$ -</u>	<u>\$ 483,691</u>

The investments were made up of cash and Guaranteed Investment Certificates (GIC's) in 2014. In 2015, all of the GIC's matured and were deposited into savings accounts.

---

3. Accounts Receivable

	2015	2014
Government grants receivable	\$ 28,216	\$ 1,360
Accrued interest receivable	-	9,617
GST recoverable	12,242	5,846
	<u>\$ 40,458</u>	<u>\$ 16,823</u>

---

---

**THE JOHN HOWARD SOCIETY OF GRANDE PRAIRIE**  
Notes to the Financial Statements

---

**4. Equipment**

	2015		2014	
	Cost	Accumulated Amortization	Cost	Accumulated Amortization
Furniture and equipment	\$ 78,269	\$ 60,703	\$ 79,027	\$ 56,821
Computer equipment	39,695	26,864	43,063	24,260
Leasehold improvements	19,911	15,652	19,911	13,522
	<u>\$ 137,875</u>	<u>\$ 103,219</u>	<u>\$ 142,001</u>	<u>\$ 94,603</u>
Net book value		<u>\$ 34,656</u>		<u>\$ 47,398</u>

---

**5. Accounts Payable**

Included in accounts payable at the end of the current year government remittances due in the amount of \$12,495 (2014 - \$nil).

---

---

**THE JOHN HOWARD SOCIETY OF GRANDE PRAIRIE**  
**Notes to the Financial Statements**

---

**6. Deferred Revenue**

	2015	2014
<b>Programs</b>		
Base program	\$ 11,784	\$ 16,301
Court Support program	6,687	6,537
Men's Treatment program	-	-
Parenting After Separation Seminars program	9,612	7,092
Tabono	184,606	50,056
Public Education program	-	1,095
Stop Lift	6,004	6,004
DV programs	343,135	359,268
	<u>\$ 561,828</u>	<u>\$ 446,353</u>
 <b>Unamortized government grant</b>	 <u>\$ 29,155</u>	 <u>\$ 40,087</u>

Deferred program amounts pertain to externally restricted funds received during the current or a prior year that have not yet been utilized.

A portion of the assets purchased in prior years was funded by a specific government grant. The grant is being amortized over the useful life of the assets at the same rate as the related assets. Amortization of these capital assets of \$12,020 (2014 - \$15,740) has been netted with amortization of the government grant of \$10,210 (2014 - \$13,291) for a net amortization expense of \$1,810 (2014 - \$2,448).

---

**7. Commitments**

The Society had entered into a five year lease for office premises expiring April 2017. The monthly rent varies over the term of the agreement and consists of base rent, parking, storage rent and an estimate of operating costs. The Society's commitment over the remaining term is as follows:

2016	\$95,481
2017	\$32,087

---

---

## THE JOHN HOWARD SOCIETY OF GRANDE PRAIRIE

### Notes to the Financial Statements

---

#### 8. Economic Dependence

Funding from Alberta Health Services represents 66% of the Society's total funding for the year ended December 31, 2015 (2014 - 64%).

---

#### 9. Comparative Figures

Certain comparative figures have been reclassified in order to conform with the current year's presentation.

---

**The John Howard Society of Grande Prairie  
2017 Global Budget**

<b>Revenue</b>	<b>TOTAL</b>
Alberta Justice	6,000
AB Health Services (PFVTP)	677,653
Alberta Health Services (Renaissance & Nexus)	51,155
Alberta Health Services (PET)	23,334
County of Grande Prairie	12,700
City of Grande Prairie	61,526
United Way	38,000
Family & Community Safety Program (FCSP)	133,320
MD of Greenview	11,000
Alberta Law Foundation (CJE)	128,204
<b>TOTAL</b>	<b>1,142,892</b>

<b>Expenses</b>	<b>AB Justice</b>	<b>PFVTP</b>	<b>AHS</b>	<b>AHS/PET</b>	<b>County</b>	<b>FCSP</b>	<b>City of GP</b>	<b>United Way</b>	<b>ALF</b>	<b>Greenview</b>	<b>Total</b>
per program	FOCIS		Ren/Nex	N Comp/Eureka	EUREKA	Tabono	Tabono	Tabono	CJE	EUREKA	
Staffing	6,000	564,327	39,830	22,045	11,700	88,713	50,664	35,359	95,155	11,000	924,793
Mat/Supp		5,300	700	500		3,000	4,000	486	1,000		14,986
Office Supp		4,300	1,335			1,200					6,835
Postage						100			100		200
Membersh		7,400				1,000			2,500		10,900
Printing		1,500	100			400			500		2,500
Rent		55,186	1,800	789	1,000	22,120	3,412	1,855	12,150		98,312
Advertising		1,565	100			1,000			120		2,785
Insurance		3,407	1,818			700	200	300	1,164		7,589
Audit		5,735	800			2,000	1,000		2,300		11,835
Telecom		1,605	769			1,400			1,935		5,709
Travel		7,000	900			3,000	750		8,000		19,650
Equipmnt		6,378	375			6,187			1,800		14,740
Staff Dev.		5,000	900			1,500	750		1,000		9,150
Cleaning		1,950							400		2,350
Contingency		-									-
Training		7,000	1,728				750				9,478
Other						1,000			80		1,080
<b>TOTAL:</b>	<b>6,000</b>	<b>677,653</b>	<b>51,155</b>	<b>23,334</b>	<b>12,700</b>	<b>133,320</b>	<b>61,526</b>	<b>38,000</b>	<b>128,204</b>	<b>11,000</b>	<b>1,142,892</b>

11-Dec-06





Green View FCSS  
Municipal District of Greenview No.16  
Box 1079, Valleyview, AB T0H 3N0  
Phone: 780.524.7603 Fax: 780.524.4130

## GREEN VIEW FCSS GRANT APPLICATION

### ORGANIZATION INFORMATION

#### Name of Organization

The John Howard Society of Grande Prairie

#### Address of Organization

#200-10135-101 Avenue Grande Prairie, AB T8V 0Y4

#### Contact Name

Penny Mickanuck

#### Phone Number

780-532-0373

#### Purpose of Organization

The John Howard Society of Grande Prairie has offered the EUREKA program since 1999. The Society has had an active presence in Alberta for over 60 years and was incorporated in Grande Prairie in 1986. We are a community-based non-profit organization that is concerned with the causes and consequences of crime. We believe that crime and its prevention is a community issue that requires community based solutions. The John Howard Society of Grande Prairie supports re-integration, restorative justice, education, crime prevention, social development and harm reduction.

Is your organization non-profit? yes ☒ no ☐ Does your organization have a charitable status? yes ☒ no ☐

### Applicant's Information

Name Penny Mickanuck

Position Executive Director

Address #200-10135-101 Avenue Grande Prairie, AB T8V 0Y4

Phone Number (H) 780-766-3001 (W) 780-532-0373 (C) 780-897-9949

E-mail address penny@johnhowardgp.ca

Signature

Date December 28, 2016

Please attach additional documentation that supports your application and include work description or details, other funds source, event or program timeline, estimates, a detailed budget, expected results and benefits to the Municipality in relation to this project.

By signing this application, I/we concur with the following statements:

- \* The grant application is complete and includes all supporting documentation, including most recent financial statements based on legislative requirements of our organization, balance sheet, current bank balances and current year detailed operating budget.
- \* The grant shall be used for only those purposes for which the application was made. If the original grant application or purposes for which the grant requested have been modified by the Green View FCSS board; the grant will be used for those varied purposes only.
- \* The organization will provide a written report to the Green View FCSS office, within 30 days of completion of the grant.
- \* The organization agrees to submit to an evaluation of the project related to the grant.
- \* The organization will return any unused portion of the grant funds to Green View FCSS or to request approval from the FCSS Board to use the funds for an optional project.



## ANNUAL PROJECT OUTCOMES REPORT

Agency Name The John Howard Society of Grande Prairie

Project Name EUREKA Program

Primary Target Population Children/Youth

### Provincial Strategic Direction Alignment (referenced in section 2.1(1)(b) of the FCSS Regulation)

Please select the one Provincial FCSS Strategic Direction that comes from the five regulatory statements (referenced in section 2.1(1)(b) of the Provincial FCSS Regulation) which best fits with this project.

- ☐ Help to develop independence, strengthen coping skills and become more resistant to crisis
- ☐ Help to develop an awareness of social needs.
- ☒ Help to develop interpersonal and group skills, which enhance constructive relationships among people.
- ☐ Help people and communities to assume responsibility for decisions and actions, which affect them.
- ☐ Help to sustain people as active participants in the community.

### Green View Family and Community Support Services Priority Outcome

Please select the one FCSS Priority Outcome your project outcome most contributes to:

Social Inclusion Positive Child and Youth Development

Building Community Potential

## PROJECT OUTCOME STATEMENT

### Indicator of Success #1

#### Question/Measure #1

Students have greater sense of self and respect for self.

#### Number of participants

completing measure: 317

experiencing a positive change: 270

#### Question/Measure #2 (if more than one)

Students have increased empathy and respect for others.

#### Number of participants

completing measure: 317

experiencing a positive change: 240

### Indicator of Success #2

#### Question/Measure #1

Students have greater consideration for the school community.

#### Number of participants

completing measure: 317

experiencing a positive change: 265

#### Question/Measure #2 (if more than one)

Students have increased knowledge of non-violent conflict resolution techniques.

#### Number of participants

completing measure: 317

experiencing a positive change: 286





### ADDITIONAL INFORMATION

Identify measurement tool used Survey

If other, please describe

When was measurement tool used? Post Only (after activities)

### Output information related to this program

Number of participants served?	Adults	31
	Children/youth	335
	Families	
	Seniors	
Number of volunteer hours related to this project only? (if applicable)		60.5

### Stories (please share a story that describes the significant impact for a participant or participants.)

At a community meeting, during a discussion about the EUREKA Program, a professional from another agency began to talk about her experience in the program as a youth. As she spoke about the program and what she learned from it, she took out her wallet, pulled from it a tattered piece of paper and carefully unfolded the "Friendship Flower" she had received at a EUREKA workshop many years prior. The "Friendship Flower" is part of an activity in EUREKA in which classmates provide positive feedback to each other. She still carries it with her, as a reminder of the workshop and its impact.

Comments from Students about new things they learned:

"I-Messages, personal power, and how much a little action can change someone's life."

"How to choose a non-violent solution."

Comments from Students about how the information will make a difference in their lives:

"Showing more respect and thinking first."

"Me evaluating and handling situations and finding a different solution."

"I know more about my classmates and know new things like solutions and I-Messages, too!"

"By reacting differently in bad and good situations."

Comments from Teachers:

"I find the EUREKA program to not only benefit the students individually, but also greatly benefit the classroom dynamics. I witnessed many new acts of kindness from unlikely sources, and was greatly impressed by my students."

"I love witnessing students that never typically interact do so during this workshop – great workshop with practical advice (and engaging activities to make the experience meaningful to the students)."



## CONTINUOUS QUALITY IMPROVEMENT

After analyzing the data, would you like to continue with this project? Why or why not?

Yes, based on our data, we would like to continue with the EUREKA Program. We have delivered the program since 1999, and continue to demonstrate positive results after all of those years. Not only do our survey results from students, teachers and parents indicate positive outcomes, we still hear about the program in the community from people who have taken it years before.

What improvements could you make to the project?

We review and evaluate the program content and program delivery on an ongoing basis. We do this through peer and management review of content and delivery, through examining whether the content meets the requirements indicated in published literature for successful conflict resolution training and anti-bullying curriculum, and also through routine review of our outcome results. As such, improvements are made on a continual basis.

What improvements could you make to the outcome measurement process?

We have tested a variety of outcome measurement tools and strategies over the years, and have determined that the post-only is the most effective and appropriate method for the student workshop. When we have funding to also deliver the follow-up program, then we have stronger outcome results because we have engaged over enough time with the youth to measure not just knowledge increase but also behaviour change.

### Successes:

We have met our outcome indicator on all program outcomes. Students, teachers and parents consistently tell us about the impact of the program.

### Changes to be made:

If we are successful in obtaining enough funding, we will offer the follow up EUREKA Superhero program, which extends our engagement with youth and leads to more sustained behaviour change.

Completed by:

Signature:

Date:

January 18/17

Name: Penny Mikanuck

*Please print and complete for each outcome related to this project.*



**Please attach additional documentation that supports your application and include work description or details, other funds source, event or program timeline, estimates, a detailed budget, expected results and benefits to the Municipality in relation to this project.**

***1) Benefits to the Municipality:***

The support of the MD of Greenview helps to provide the EUREKA Program, a 2 day interactive, community based workshop. As outlined in the application, the outcomes of the program illustrate the benefits to the municipality. Our goal is that all Grade 7 students in the MD of Greenview will be given an opportunity to participate in a program that teaches them about respect and empathy; greater consideration for others and increased knowledge and use of non-violent conflict resolution skills. Aren't those the kind of youth we want to raise? Someone who cares about others and respects their community? Someone who thinks before reacting and who has the skills to problem solve without violence? With your support, we can make that happen.

***"Let's raise children who won't have to recover from their childhood."***

*Pam Leo*

While it is a small investment, the program has had huge impact, with youth frequently describing it as having "changed their lives." This may seem surprising but recently we had an encounter that we'd like to share with you because we think that it really serves to illustrate the opportunity that you have to impact young people in your community:

***At a community meeting, during a discussion about the EUREKA Program, a professional from another agency began to talk about her experience in the program as a youth. As she spoke about the program and what she learned from it, she took out her wallet, pulled from it a tattered piece of paper and carefully unfolded the "Friendship Flower" she had received at a EUREKA workshop many years prior. The "Friendship Flower" is part of an activity in EUREKA in which classmates provide positive feedback to each other.***

***She still carries it with her, as a reminder of the workshop and its impact.***

Beyond the impact of the EUREKA Program on individuals and the classroom, the MD of Greenview also benefits in terms of impact on community. The EUREKA Program engages volunteers in the delivery of the workshops and students get an opportunity to connect with their communities through "Random Acts of Kindness" in our follow up sessions, in the classroom. This involves helping students to engage in planning and undertaking a group activity that benefits their community.

In terms of how many people were impacted in the municipality, we delivered 4 workshops to 97 students in schools in Valleyview during the last year. We are targeting to increase that to 8 schools in the MD of Greenview in the upcoming 2017-18 school year, with a focus on adding Grande Cache.

In addition to the EUREKA Program, it should be noted that the MD of Greenview benefits significantly from the other work of our organization within your municipality. We offer Criminal Justice Education in your schools and domestic violence treatment services to individuals living in your communities. The constituents in your municipality benefit from these other services, with the associated costs covered by other sources.

We are seeking your support for this particular project (EUREKA) because it is the most under- funded and in need at this time. The bottom line is that we need support for *this* program (EUREKA) at this time and we appreciate your consideration of our request which will help us to continue to offer all of the services we can in your area.

**2) *Timeline:***

We are seeking this funding to cover the period April 1, 2017 – March 31, 2018.

**3) *Estimates:***

Overall, our goal is to provide 30 workshops per school year, with delivery to an estimated 650 youth as well as follow up sessions in the classroom. We are targeting to provide 8 of those workshops in the MD of Greenview in the coming year and we estimate that we will reach 200 youth.

***ATTACHMENTS:***

- 2017 Global Budget
- Program Logic Model
- 2015 Audited Financial Statement

**EUREKA PROGRAM****BUDGET****2017****Revenue:**

County of Grande Prairie	12,700
Alberta Health Services	13,795
MD of Greenview	11,000
John Howard Society	<u>16,938</u>
<b>Total Revenue:</b>	<b>\$ 54,433</b>

**Expenses:**

Program Co-ordinator salary & benefits (.8 FTE)	32,458
Contract staff	2,500
Support staff	4,600
Bookkeeping	2,675
Administration	2,550
Premises	3,100
Insurance	550
Materials & Supplies	950
Travel	3,200
Staff Development	750
Professional Fees (audit & memberships)	<u>1,100</u>
<b>Total Expenses:</b>	<b>\$ 54,433</b>

***Additional in kind support provided by:***

School Districts	\$ 3,500
Odyssey House	\$ 1,800
Community Facilities/rental space	\$ 3,500

**NOTES TO BUDGET:**

Alberta Health Services, The MD of Greenview and the County of Grande Prairie are the primary external funders of the program and their support goes towards ensuring we have staff (and contract staff from Odyssey House) to deliver the program, along with covering some of the travel. The John Howard Society of Grande Prairie continues to cover the remaining expenses through the support of other programs/funding and our reserve funds. We continue to pursue additional supports for the program.

*We appreciate the continued support of the MD of Greenview and your consideration of our request.*

**John Howard Society of Grande Prairie**  
**EUREKA PROGRAM**  
**Logic Model**

Objectives	Activities	Measures	Indicators	Expected Results	Info Sources	Update
<p>Encourage respect, consideration and empathy for self and others.</p> <p>Develop students' knowledge and use of non-violent conflict resolution skills.</p>	<p><u>Public Awareness &amp; Referral:</u> Distribute program information to applicable schools. Referrals are managed by the John Howard Society with 10 workshops per year co-facilitated with Odyssey House.</p> <p><u>Orientation and Preparation:</u> Hold pre-workshop consultations with teachers to determine specific concerns regarding their student population and provide orientation to the program. Distribute a Preparation Package to teachers prior to the workshop.</p> <p><u>Direct Delivery:</u> Hold for Grade 7 students over 2 days (10 hours). Each workshop provides:</p> <ul style="list-style-type: none"> <li>• Instruction on individuality, communication, cooperation, conflict resolution and community building</li> <li>• Direct skill instruction</li> <li>• Opportunities for development &amp; practice</li> <li>• Group discussion</li> </ul>	<p># workshops co-facilitated with partners</p> <p># teacher contacts # pre-workshop consultation meetings</p> <p># workshops provided # workshops participants # schools receiving workshops # / list of communities # contacts with youth</p>	<p>70% of participants score 6/9 on three <i>self-respect</i> questions</p> <p>70% of participants score 6/9 on three <i>respect for others</i> questions</p> <p>70% of participants score 4/6 on two <i>school community</i> questions</p> <p>70% of participants score 6/9 on three <i>non-violent solution</i> questions</p> <p>70% of participants score 6/9 on three <i>look for the positive</i> questions</p> <p>70% of participants score 8/12 on four <i>use of technique</i> questions</p>	<p>Participants report having respect for self.</p> <p>Participants report caring and respect for others.</p> <p>Participants report consideration for the school community.</p> <p>Participants demonstrate knowledge of non-violent conflict resolution techniques.</p> <p>Participants report looking for the positive.</p> <p>Participants report use of non-violent conflict resolution techniques.</p>	<p>Workshop and survey data in ETO database</p> <p>Workshop participant survey</p> <p>Follow-up participant survey</p> <p>Facilitator and teacher observation</p> <p>Follow-up teacher survey</p>	<p>Offer 30 workshops per year (8 funded by Greenview) and 8-10 classes of ESP.</p> <p>Workshops generally offered once/week throughout school year. Workshops located at community venues (not schools); ESP located at schools.</p>



	<ul style="list-style-type: none"> <li>• Role play experience</li> <li>• Participatory games and activities</li> </ul> <p><u>Follow Up:</u> Offer Eureka Superhero Program (ESP) as a follow-up to the two-day workshop. ESP is offered within the classroom, on a weekly basis, with a target of 8 - 10 sessions per class, for those interested schools and as capacity allows.</p>	<p># volunteers assisting with program delivery # volunteer hours</p> <p># follow-up sessions provided # follow-up participants # schools receiving follow-up</p>				
--	---	---	--	--	--	--

4707 – 50 Street, Box 1079, Valleyview AB T0H 3N0  
T 780.524.7603 F 780.524.7603  
[www.mdgreenview.ab.ca](http://www.mdgreenview.ab.ca)

---

SUBJECT:	<b>Leaders of Tomorrow Award</b>	
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	Wednesday, February-15-2017	GM: INT MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services	PREPARER: LDH

---

### RELEVANT LEGISLATION:

**Green View FCSS Policy-N/A**

---

### RECOMMENDED ACTION:

**MOTION:** That Green View Family and Community Support Services Board authorize administration to provide the Grande Prairie Volunteer Services Bureau \$400.00 for the sponsorship of a Leaders of Tomorrow Award.

---

### BACKGROUND / PROPOSAL:

The Leaders of Tomorrow Award, offered through the Grande Prairie Volunteer Services Bureau, recognize youth who have made outstanding contributions to their community through volunteerism and demonstrating leadership. Other FCSS programs in the region contribute to this award including the County of Grande Prairie, the City of Grande Prairie, Birch Hills, Spirit River, Fairview and Grimshaw. Green View FCSS provided \$300.00 in 2015 and \$400.00 in 2016 for this award. Nomination forms are distributed to schools in Valleyview, Ridgevalley and Grovedale, and awards are provided in two age groups 13-15, and 16-18. Two Greenview youth received Leaders of Tomorrow awards in 2016.

---

### OPTIONS / BENEFITS / DISADVANTAGES:

**Option** – The Green View FCSS Board has the option to approve, deny or change the funding amount of the sponsorship.

**Benefit** – The benefit of approving the sponsorship is to recognize youth in the community who are nominated as Leaders of Tomorrow.

**Disadvantages** – There are no perceived disadvantages in approving the request.

---

### COSTS / SOURCE OF FUNDING:

A total of \$400.00 to come from the 2017 operating budget, grants to external organizations.

---

### ATTACHMENT(S):

Letter of request



January 26, 2017

**GRANDE  
PRAIRIE  
VOLUNTEER  
SERVICES  
BUREAU  
ASSOCIATION**

**Contact us:**

Bldg C, 10116 - 102 Ave  
Grande Prairie, AB  
T8V 1A1

p. 780.538.2727  
f. 780.539.5986

We are a proud partner:



Attention: Lisa Hannaford, Manager, Green View FCSS

Municipal District of Greenview No. 16  
Box 1079  
Valleyview, AB T0H 3N0

Dear Lisa

Re: Leaders of Tomorrow Awards – Wednesday, April 26<sup>th</sup>, 2017

The Grande Prairie Volunteer Services Bureau is once again proud to present the Leaders of Tomorrow Awards for 2017. We will be holding the awards at our National Volunteer Week Luncheon on Wednesday, April 26<sup>th</sup>, 2017. The Leaders of Tomorrow Awards, presented by ATCO, recognize youth who have made outstanding contributions to their community through volunteerism and demonstrating leadership. Individuals, community groups, educational institutes and voluntary organizations are invited to nominate youth who deserve recognition for their devotion to helping others and bettering their community.

As in past years, we are asking all FCSS Managers to participate in the Selection Committee. The extent of your involvement includes distribution of nomination forms, posters and promotion within your area, to serve as a local reception point for incoming nomination forms, and attending one Selection Committee Meeting which has been tentatively set for Wednesday, April 5, 2017.

As well, we are asking for your sponsorship of one award at \$400. Out of these funds, \$100 is given to the award recipient, \$100 is donated to the recipient's charity of choice, and \$200 assists to cover the costs of providing this program. Your sponsorship of these awards entitles you to:

- Be listed as a sponsor of the program in the event program, nomination package, poster, print advertising, and in the slideshow played during the presentation; and verbal acknowledgement of your contribution at the event; as well as,
- Two complimentary event tickets and reserved seating with one of the award recipients.

To ensure you receive recognition in the Leaders of Tomorrow promotional materials, a response prior to February 16<sup>th</sup>, 2017 is needed.

We look forward to working with you again to recognize the youth in our community who are the Leaders of Tomorrow. If you have any feedback from last year please contact me. Your contribution is most appreciated.

Sincerely,

*Barb Burroughs*

Barb Burroughs  
Programs Manager  
programs@volunteergrandeprairie.com

4707 – 50 Street, Box 1079, Valleyview AB T0H 3N0  
T 780.524.7603 F 780.524.7603  
[www.mdgreenview.ab.ca](http://www.mdgreenview.ab.ca)

---

SUBJECT:	<b>Mountain Metis Nation Association Grant Request</b>		
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	Wednesday, February-15-2017	GM:	INT      MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services		PREPARER: LDH

---

### RELEVANT LEGISLATION:

**Green View FCSS Policy-N/A**

---

### RECOMMENDED ACTION:

**MOTION:** That Green View Family and Community Support Services Board authorize administration to provide \$15,900.00 to the Mountain Metis Nation Association Youth Connections for the 2017 Hide-A-way Camp.

---

### BACKGROUND / PROPOSAL:

The Mountain Metis Nation Association Hide-A Way Camp, located 34 km from the Town of Grande Cache, provides a camping opportunity for Indigenous Youth from the MD of Greenview Cooperatives and Enterprises that surround Grande Cache. The purpose of the Camp is to engage youth in activities that will support social development and strengthen the essence of the community. Camp activities include preventative content consisting of anti-bullying workshops, addictions awareness and possibly a suicide awareness workshop. This is the first year that Mountain Metis Nation Association has submitted a grant request to Green View FCSS Board, however they were granted funds from Greenview Council in the past. In 2015, Council provided \$12,488.00, (total camp costs were \$14,179.62 with 16 youth attending) and in 2016 Council provided \$16,321.00, (total camp costs were \$18,041.00 with 22 youth attending). The Green View FCSS Board has allotted \$65,000 in the 2017 budget for grants to external organizations.

---

### OPTIONS / BENEFITS / DISADVANTAGES:

**Option** – The Green View FCSS Board has the option to approve, change the funding amount, or deny the request.

**Benefit** – The benefit of approving the request is to support Greenview youth residing near Grande Cache. A second benefit is to alleviate the financial burden for parents who want their youth to experience summer camp opportunities.

**Disadvantages** – There are no perceived disadvantages in approving the request, however the Board<sup>48</sup> must recognize that if funds are granted in 2017, it is likely that funding requests may be received in the following years.

---

**COSTS / SOURCE OF FUNDING:**

A total of \$15,900.00 to come from the 2017 operating budget, Grants to External Organizations.

---

**ATTACHMENT(S):**

Grant Application



**YOUTH CONNECTIONS**  
 Mountain Metis Nation Association  
 PO Box 1468, Grande Cache, AB T0E 0Y0

# FAX

TO: Lisa Hannaford, MD of  
 Greenvew FCSS

FROM: Chantal Sirois, Mountain Metis  
 Youth Connections

FAX: 780 524 4130

FAX:

PHONE: 780 524 7603

PHONE: 780 501 1459

SUBJECT: Grant Application

DATE: January 30, 2017

PAGES: 22 incl cover

## COMMENTS:

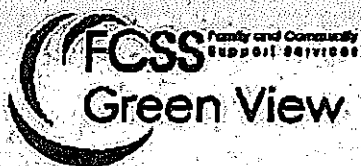
Hi Lisa,

Please see the completed Grant Application and attachments for your review. If you have any questions or require additional information, I can be contacted by email at [Chantal.hwcp@gmail.com](mailto:Chantal.hwcp@gmail.com) or by phone at 780-501-1459. I have also noted a conference call with the board to review our application on February 15 at 11:30 am. Thank you.

Kindly,

Chantal Sirois-Clegg  
 Program Coordinator | Youth Connections  
 Mountain Metis Nation Association





Green View FCSS  
Municipal District of Greenview No. 16  
Box 1079, Valleyview, AB T0H 3N0  
Phone: 780.524.7603 Fax: 780.524.4130

## GREEN VIEW FCSS GRANT APPLICATION

### ORGANIZATION INFORMATION

#### Name of Organization

Mountain Metis Nation Association, Youth Connections

#### Address of Organization

P.O. Box 1468, 3300 Pine Plaza, Grande Cache, T0E 0Y0

#### Contact Name

Al Findlay

#### Phone Number

780-827-2002

#### Purpose of Organization

To enhance the cultural, social and economic well being of our community. Our mandate is to establish partnerships with other government agencies and industry to fulfill our objectives.

Is your organization non-profit? yes ☒ no ☐

Does your organization have a charitable status? yes ☐ no ☒

### Applicant's Information

Name Al Findlay

Position President

Address P.O. Box 1468, 3300 Pine Plaza, Grande Cache, AB T0E 0Y0

Phone Number (H) 780 827 2002W

(C)

E-mail address mna1994@telus.net

Signature

Date January 20, 2017

Please attach additional documentation that supports your application and include work description or details, other funds source, event or program timeline, estimates, a detailed budget, expected results and benefits to the Municipality in relation to this project.

By signing this application, I/we concur with the following statements:

- The grant application is complete and includes all supporting documentation, including most recent financial statements based on legislative requirements of our organization, balance sheet, current bank balances and current year detailed operating budget.
- The grant shall be used for only those purposes for which the application was made. If the original grant application or purposes for which the grant requested have been modified by the Green View FCSS board, the grant will be used for those varied purposes only.
- The organization will provide a written report to the Green View FCSS office, within 30 days of completion of the grant.
- The organization agrees to submit to an evaluation of the project related to the grant.
- The organization will return any unused portion of the grant funds to Green View FCSS or to request approval from the FCSS Board to use the funds for an optional project.



## GRANT INFORMATION

### Total Amount Requested

\$15,900.00

### When will you require the funds?

May 2017

*Please note for all grant applications over \$2,500, the applicant must make a presentation to the FCSS*

### Board Proposed Project

The Mountain Metis Nation Association (formerly called the Metis Nation Association of Alberta Local Council 1994 of Grande Cache) is submitting this application for funding to operate one free Youth Summer Camp in August 2017 for five days at Hide-A-Way Camp. The purpose of the camp is to engage youth in activities that will support healthy social development during their adolescent years and to strengthen their essence of community with one another. The camp is inclusive of all youth, but our target group are Indigenous youth from the MD of Greenview Cooperatives and Enterprises that surround Grande Cache.

Since 2000, the Mountain Metis Nation Association has successfully raised funds to operate one to two free Youth Summer Camps (with the exception of 2013 due to renovation requirements to the camp facility); these youth camps have been noted by the community and Province as being exceptional youth programming services.

Currently, no funds have been obtained to cover the costs to operate a Youth Summer Camp for 2017. The total planned cost to operate one Youth Summer Camp are set within the attached "Operating" budget.

The Youth Summer Camp would operate at Hide-A-Way Camp, which is located 34 kilometers from the Grande Cache town center next to the Pierre Grey Lakes campground. The camp facilities include a large kitchen with a dining hall, public washrooms with showers, six heated cabins that sleep 6-8 per cabin, and outside cooking and meeting areas. There are five lakes within hiking distance of the camp location for swimming, boating and fishing.

The Town of Grande Cache provided ownership of Hide-A-Way Camp to the Mountain Metis Nation Association in 2011. The Mountain Metis was also successful to raise funds to purchase four pedal boats and 18 life jackets that are used solely for the Youth Summer Camps.

### How will this project be preventative in nature?

The following specific activities will be delivered to encourage positive behaviours towards others and themselves:

- Anti-Bullying Workshop - This workshop will provide youth with information about what bullying and cyber-bullying is, how it affects others, possible legal consequences, and what to do if you or someone you know is being bullied.

- Addictions Awareness and Prevention Workshop - This workshop will be provided to youth with a focus on the Indigenous Medicine Wheel teachings and how to balance our lives; youth will learn about addictions and how to understand addiction (many youth know someone who has an addiction); healthy ways to take care of yourself and other methods to seek help to not turn to addiction.

- Suicide Awareness Workshop - (This workshop is dependent on successful facilitator arrangement) This workshop will provide youth with information about suicide in Indigenous communities and how/who to seek support from if you are having suicidal thoughts.

- Group/Team Activities - Youth will be challenge in different activities where they must interact with one another that will build their teamwork, communication, problem solving and conflict resolution skills. Activities that may be included are prey/predator where youth must duplicate the forest animal food chain and strategize to get all symbolic food and water to win; team scavenger





**Who will be served by the project/ program and how many people do you expect will attend this event (if relevant)?**

The camp will be offered and inclusive to up to 20 community youth who will be selected on a first-come, first-serve basis for youth ages 10-18. The program will be promoted within the local schools through our Youth Connections After School Program and Facebook page.

It is important to note that the primary target group of the Mountain Metis Nation Association Youth Connections and Youth Summer Camps are Indigenous youth from the Cooperatives and Enterprises, but it is inclusive of all youth.

**How will this program benefit the community?**

This program has proven to be beneficial for community youth, especially those that come from low-income families, by providing them with the opportunity to engage with other youth and mentors in a positive environment through a variety of activities that allow them to challenge themselves and grow.

It provides youth with the opportunity to learn about Indigenous culture through expression of music, dance, and art, and strengthens youth self-esteem to learn about their culture and identity.

It provides youth with the opportunity to strengthen their teamwork, communication, problem solving and conflict resolution skills in a peer group environment.

**How will you recognize the contribution from Green View FCSS to your organization and in the community?**

Through promotion of the Youth Summer Camp, the funding authority is announced to program participants and noted on our registration form and our Facebook Page. A thank you card along with a picture will be signed by all camp participants during the camp farewell and sent to the Green View FCSS.

**How will this program be measured for success?**

During the last day of the camp, youth will be required to complete evaluation forms to express whether they feel they have developed socially, examples of questions to be asked will be framed in the following ways:

Do you feel that you have been comfortable to ask for help when needed? Will you continue to ask for help when you need it at home, at school, in your community?

Do you feel that you have been comfortable to offer help when someone asks for it? Will you continue to offer help to others when they need it?

Do you feel that you have created better friendships with the other youth? Will you continue to be friends with these youth after camp?



## ADDITIONAL INFORMATION

Have you previously applied for a grant from the Green View FCSS grants program?

yes ☐ no ☒

List the year, amount and purpose of the last two grants your organization has received from the Green View FCSS Grants Program:

1. Grant Amount

Year grant was received

Purpose of Grant

2. Grant Amount

Year grant was received

Purpose of Grant

Have you provided Green View FCSS with a final completion report for past grant funds received?

yes ☐ no ☐

If not, why has the report not been filed?

Have you applied for grant funds from sources other than the Green View FCSS grants program?

yes ☒ no ☐

Have you received grant funds from sources other than the Green View FCSS grants program?

yes ☐ no ☒

If yes, please describe when, who, purpose and amount.

**IMPORTANT:** Save a copy of your application before you print or submit it. This form will reset after printing and/or submitting your application.

**PLEASE ATTACH BUDGET REPORT WITH YOUR APPLICATION**

## Greenview GCSS Grant Application

### Grant Information Duplicate

#### Proposed Project

**Hide-A-Way Camp.** The purpose of the camp is to engage Youth in activities that will support healthy social development during their adolescent years and to strengthen their essence of community with one another. The camp is inclusive of all youth, but our target group are Indigenous youth from the MD of Greenview Cooperatives and Enterprises that surround Grande Cache.

Since 2000, the Mountain Metis Nation Association has successfully raised funds to operate one to two free Youth Summer Camps (with the exception of 2013 due to renovation requirements to the camp facility); these youth camps have been noted by the community and Province as being exceptional youth programming services.

Currently, no funds have been obtained to cover the costs to operate a Youth Summer Camp for 2017. The total planned cost to operate one Youth Summer Camp are set within the attached "Operating" budget.

The Youth Summer Camp would operate at Hide-A-Way Camp, which is located 34 kilometers from the Grande Cache town center next to the Pierre Grey Lakes campground. The camp facilities include a large kitchen with a dining hall, public washrooms with showers, six heated cabins that sleep 6-8 per cabin, and outside cooking and meeting areas. There are five lakes within hiking distance of the camp location for swimming, boating and fishing.

The Town of Grande Cache provided ownership of Hide-A-Way Camp to the Mountain Metis Nation Association in 2011. The Mountain Metis was also successful to raise funds to purchase four pedal boats and 18 life jackets that are used solely for the Youth Summer Camps.

#### Outline of Pre-Camp Activities:

- The Coordinator would be responsible for: arranging camp dates, recruiting workshop presenters, developing the camp activity schedule, promoting the project within the community, providing registration forms, assisting with recruiting camp supervisors, kitchen helpers, and a cook; ensuring required youth worker record checks are completed, ensuring emergency procedures and protocol are set in place, preparing the camp menu, purchasing camp supplies and groceries, remaining at the camp to oversee operations, providing youth supervision and leading activities, complete all accounting/payroll and reporting on the outcomes of the project.

- Registration will be confirmed with parents and participants by the Program Coordinator within one to two weeks before the operation of the camp.

#### Outline of Camp Activities:

- Participant check-in and cabin assignment.

- Meet and greet/ice-breaker activities; review camp rules with youth, buddy assignment (each participant will have an assigned buddy to talk to if they feel they need to talk to someone other than a supervisor).



- Provide bear awareness and outdoor group and personal safety awareness.
- Youth Supervisors would be responsible to provide morning fitness activities and skill building exercises each day.
- All staff and youth would participate in evening talking circles to discuss the ups and downs of the day.
- The local AADAC office would provide an addictions awareness and prevention workshop (per age appropriation).
- Youth Supervisors and the Coordinator would provide a variety of team building games, exercises and activities to include effective communication and conflict resolution activities.
- Suicide awareness workshop - this workshop is dependent on facilitator arrangement.
- Participants would do group activities to develop youth leadership skills.
- An anti-bullying presentation would be provided by the Coordinator, a Camp Supervisor and/or a local legal agency.
- Supervisors would provide boating and water safety awareness.
- Cultural music and/or dance and/or crafting activities would take place during the camp. The crafting activity will include the giving away of the craft to another youth - selected through random draw.
- Recreational activities may include: hiking, fishing, pedal boating and swimming.
- Participants will give each other their gifts and complete camp evaluations.
- Camp farewell, participant certificates, thank you card signing.
- Participant clean-up and cabin check-out.
- All camp staff will clean and clear out camp facilities.

#### **How will this project be preventative in nature?**

The following specific activities will be delivered to encourage positive behaviours towards others and themselves:

- Anti-Bullying Workshop - This workshop will provide youth with information about what bullying and cyber-bullying is, how it affects others, possible legal consequences, and what to do if you or someone you know is being bullied.
- Addictions Awareness and Prevention Workshop - This workshop will be provided to youth with a focus on the Indigenous Medicine Wheel teachings and how to balance our lives, youth will learn about addictions and how to understand addiction (many youth know someone who has an addiction), healthy ways to take care of yourself and other methods to seek help to not turn to addiction.

- **Suicide Awareness Workshop** - (This workshop is dependent on successful facilitator arrangement) This workshop will provide youth with information about suicide in Indigenous communities and how/who to seek support from if you are having suicidal thoughts.

- **Group/Team Activities** - Youth will be challenged in different activities where they must interact with one another that will build their teamwork, communication, problem solving and conflict resolution skills. Activities that may be included are prey/predator where youth must duplicate the forest animal food chain and strategize to get all symbolic food and water to win, team scavenger hunts where youth will need to work together to collect all of their items, and other team skill challenges (ex. create a structure to catch an egg with only yarn, straws, and glue).

- **Cultural Activities** - Different cultural activities will be arranged to teach the youth about Indigenous culture that is intended to boost their self-esteem through strengthening their identities. Activities are dependent on which facilitators are secured and may include arts, music, dance, and traditional gathering. The crafting activity will include youth giving away their item to another youth (secret Santa format) at the end of camp. Talking circles will be held at the end of each day to give each person an opportunity to talk about their day (i.e. what they liked, what they didn't like).

**Who will be served by the project/program and how many people do you expect will attend this event?**

The camp will be offered and inclusive to up to 20 community youth who will be selected on a first-come, first-serve basis for youth ages 10-18. The program will be promoted within the local schools through our Youth Connections After School Program and Facebook page.

It is important to note that the primary target group of the Mountain Metis Nation Association Youth Connections and Youth Summer Camps are Indigenous youth from the Cooperatives and Enterprises, but it is inclusive of all youth.

**How will this program benefit the community?**

This program has proven to be beneficial for community youth, especially those that come from low-income families, by providing them with the opportunity to engage with other youth and mentors in a positive environment through a variety of activities that allow them to challenge themselves and grow.

It provides youth with the opportunity to learn about Indigenous culture through expression of music, dance, and art, and strengthens youth self-esteem to learn about their culture and identity.

It provides youth with the opportunity to strengthen their teamwork, communication, problem solving and conflict resolution skills in a peer group environment.

It provides youth with the opportunity to learn to lead healthy lifestyles through understanding the benefits of an active lifestyle, seeking support when needed, and the affects of addiction and bullying.

Lastly, it will benefit the community youth by providing them a week long camp where they can have fun and enjoy their summer, where many would not have the opportunity otherwise.

**How will you recognize the contribution from Green View FCSS to your organization and in the community?**

Through promotion of the Youth Summer Camp, the funding authority is announced to program participants and noted on our registration form and our Facebook Page. A thank you card along with a picture will be signed by all camp participants during the camp farewell and sent to the Green View FCSS.

**How will this program be measured for success?**

During the last day of the camp, youth will be required to complete evaluation forms to express whether they feel they have developed socially, examples of questions to be asked will be framed in the following ways:

Do you feel that you have been comfortable to ask for help when needed? Will you continue to ask for help when you need it at home, at school, in your community?

Do you feel that you have been comfortable to offer help when someone asks for it? Will you continue to offer help to others when they need it?

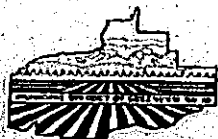
Do you feel that you have created better friendships with the other youth? Will you continue to be friends with these youth after camp?



**YOUTH CONNECTIONS**  
Mountain Metis Nation Association

**2017 Youth Summer Camp Project Timeline**

May 2017	June 2017	July 2017	August 2017
Re-hire previous camp supervisors, kitchen helpers, and cook or advertise for these positions if required.	Review and edit camp documents as needed (ie. Emergency procedures, participant rules).	Finalize camp schedule and review with camp supervisors.	Take all camp supplies and groceries to camp, set-up for operation the morning of the first day.
Create and release camp registration forms, advertise on program Facebook page.	Confirm camp staff and facilitator bookings.	Create camp evaluation forms.	Camp operation, tentative dates Monday, July 31 - Friday, August 4, 2017.
Contact potential facilitators for for camp workshops.	Create draft camp schedule.	Finalize camp participants - provide parents with camp schedule and confirm dietary restrictions.	Camp cleanup the afternoon of the last day.
	Collect registration forms.	Create and camp menu and grocery list.	Reporting for funding, complete and submit by August 31, 2017.
		Purchase camp supplies and arrange order for grocery order with the local grocery store.	



Municipal District of Greenview #16  
Box 1079 Valleyview, AB T0H 3N0  
Phone: (780) 524-7600 Fax: (780) 524-4307

APPLICATION FOR GRANT  
FORM A - OPERATING

REVENUE		Previous Year Actual 2016	Current Year Estimates 2017	Next Year Proposal 2018
1	Fees	0.00	0.00	0.00
2	Memberships	0.00	0.00	0.00
3	Other Income (please list)	0.00	0.00	0.00
4	Grants Pending Approval (Salaries & over costs)	1,719.64	1,000.00	1,000.00
5	Donations: MNAA Local #1994 Fiddles & Guitars - Non-monetary	0.00	0.00	0.00
6	Interest Earned	0.00	0.00	0.00
7	Miscellaneous Income	0.00	0.00	0.00
	<b>TOTAL REVENUE</b>	<b>1,719.64</b>	<b>1,000.00</b>	<b>1,000.00</b>
<b>EXPENSES</b>				
8	<b>Honorariums/Wages/Benefits</b>			
8a	Coordinator: (160 hrs. x \$20.00 per hr. = \$3,200.00) plan, hire, promote, register, organize activities, orient staff, parents and youth, get record checks, oversee camp, recruit presenters, do purchases, payroll & reporting.	3,620.00	3,200.00	3,200.00
8b	3 Youth Supervisors: (3 workers x 10 hrs. per day x 5 days x \$18.00 per hr. = \$2700.00)	3,132.00	2,700.00	2,700.00
8c	1 Camp Cook: (10 hrs. per day x 7 days x \$20.00 per hr. = \$1400.00) 5 days at camp plus 2 days preparation for menu and shopping.	1,000.00	1,400.00	1,400.00
8d	2 Kitchen Helpers: (2 workers x 10 hrs. per day x 5 days x \$15.00 per hr. = \$1500.00)	1,500.00	1,500.00	1,500.00
8e	<b>Total Salaries:</b>	<b>9,252.00</b>	<b>8,800.00</b>	<b>8,800.00</b>
8f	MERC (Vacation Pay, CPP, EI)	550.82	600.00	600.00
8g	<b>Total MERC &amp; Salaries</b>	<b>9,802.82</b>	<b>9,400.00</b>	<b>9,400.00</b>
	Travel Expenses:	1,155.32	1,000.00	1,000.00
	Professional Development	0.00	0.00	0.00
	Conferences (2 x \$250.00 for 2 presenters)	1,100.00	500.00	500.00
	Cleaning & Maintenance	0.00	0.00	0.00
	Licensing Fees	0.00	0.00	0.00
	Office Supplies: letters & registration forms	25.00	200.00	200.00
	Utilities (phone, power, etc.)	0.00	0.00	0.00
	Rent (5 nights at \$600/night)	3,000.00	3,000.00	3,000.00
	Bank Accounting Charges	0.00	0.00	0.00
	Advertising	0.00	0.00	0.00
	Miscellaneous: Food	1,648.14	2,000.00	2,000.00
	Miscellaneous: Program supplies (first aid kit & camp meds, games, arts & crafts)	1,309.82	800.00	800.00



	Capital Purchases (please list)	0.00	0.00	0.00
	<b>TOTAL EXPENSES</b>	<b>18,041.10</b>	<b>16,900.00</b>	<b>16,900.00</b>
	(add up lines 8g to 20)			
	<b>NET BALANCE</b> (subtract Total Expenses from Total Revenue)	<b>16,321.46</b>	<b>15,900.00</b>	<b>15,900.00</b>

Cash on Hand \$ 0.00  
 Current Account Balance \$ 1,313.62  
 Savings Account Balance \$ 0.00  
 Accounts Receivable \$ 0.00  
 Inventory to Dec. 31, 2016 \$ 0.00  
 Buildings \$ 0.00  
 Furniture/Fixtures \$ 0.00  
 Land \$ 0.00  
 Equipment \$ 0.00

Operating Loans \$ 0.00  
 Other Loans \$ 0.00  
 Accounts Payable \$ 0.00

Please note: The Mountain Metis Nation Association holds Title to the Camp Hide-A-Way Facility on Crown Land. The Association can forward further documentation as required. The Association also leases a Community Hall for social, community, & fundraising activities; other documentation may be forwarded as needed.

Statement date: December 23, 2016  
 Transit number: 08879-219  
 Customer number: 0000101441  
 Cheque images: 13  
 Page number: 1 of 4

ATB0111100 5494207 002 E D 08879 00893  
 METIS NATION OF ALBERTA ASSOCIATION  
 LOCAL COUNCIL # 1994 OF GRANDE CAC  
 PO Box 1468  
 GRANDE CACHE AB CA T0E 0Y0



### Your ATB Financial Branch

08879 Hinton Branch  
 207 Pembina Ave  
 Hinton AB  
 T7V 2B3

If you have any questions, contact us at  
 1 800 332-8383 or visit us at  
[www.atb.com](http://www.atb.com)

### A summary of Deposit Account Community Spirit Account

00135181805	Transit # 08879-219
Your balance forward on Nov 23, 2016	\$2,828.31
Debits to your account (13 items)	\$6,514.69
Credits to your account (2 items)	\$5,000.00
Your closing balance on Dec 23, 2016	\$1,313.62

### Details of your account transactions

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Nov 23	Balance forward			\$2,828.31
Nov 24	Cheque #000000000937	\$500.00		2,328.31
Nov 25	Deposit Cheque		\$2,000.00	4,328.31
Nov 28	Cheque #000000000939	\$1,919.85		2,408.46
Nov 29	Cheque #000000000938	\$813.67		1,594.79
Dec 9	Cheque #000000000944	\$154.91		1,439.88
Dec 9	Cheque #000000000940	\$238.67		1,201.21
Dec 12	Cheque #000000000941	\$219.38		981.83
Dec 12	Cheque #000000000942	\$342.88		638.95
Dec 14	Deposit Cheque		\$3,000.00	3,638.95
Dec 15	Cheque #000000000945	\$1,188.88		2,450.07
Dec 16	Cheque #000000000943	\$71.38		2,378.69
Dec 16	Cheque #000000000947	\$50.00		2,328.69

# ATB Financial

## Details of your account transactions (continued)

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Dec 21	Cheque #0000000000948	\$50.00		2,278.69
Dec 22	Cheque #0000000000950	\$360.48		1,918.21
Dec 23	Cheque #0000000000949	\$604.59		1,313.62
Dec 23	Closing balance			\$1,313.62

Find an error? Give us a call or drop by a branch. We'll take care of it.

**Metis Nation of Alberta Association**

**Local Council #1994 of Grande Cache**

**Financial Statments**

**For the year Ended August 31, 2016**

Metis Nation of Alberta Association Local Council #1994 of Grande Cache  
For the Year Ended August 31, 2016.

# Balance Sheet

	2015	2016
<b>Current Assets</b>		
Cash	29953	\$25,378.42
Accounts receivable		0
Pre-paid expenses		0
<b>Total</b>	<b>\$29,953</b>	<b>\$25,378</b>
<b>Fixed Assets</b>		
Property and equipment		
<b>Total</b>	<b>0</b>	<b>0</b>
<b>Other Assets:</b>		
Charity		
<b>Total</b>	<b>0</b>	<b>0</b>
<b>Total Assets</b>	<b>29953</b>	<b>25378</b>
<b>Current Liabilities</b>		
Accounts payable	0	0
Opening Balance Equity	47137	29953
Retained Earnings	-773	-2283
Profit for the year	-16411	-2292
<b>Total</b>	<b>29953</b>	<b>25378</b>
<b>Long-term Liabilities</b>		
Mortgage payable		
<b>Total</b>	<b>0</b>	<b>0</b>
<b>Owner Equity</b>		
Investment capital		
Accumulated retained earnings		
<b>Total</b>	<b>0</b>	<b>0</b>
<b>Total Liabilities</b>	<b>29953</b>	<b>25378</b>

**Metis Nation of Alberta Associatio**  
**Local Council #1994 of Grande Cache**  
**Revenue/Expenditures**  
**for the year ended August 2016**

	2016			
	Revenue	Expenses	Profit (loss)	
General	\$ 33,823.33	\$ 222,999.61	\$ 217,849.09	\$ 5,150.52
Nevada	\$ 2,473.62	\$ 500.00	\$ 2,888.26	\$ 2,388.26
Servus	\$ -	\$ 31,599.61	\$ 31,246.38	\$ 353.23
Casino	\$ 56.06	\$ -	\$ -	
Homework Connection	\$ 11,558.36	\$ 102,710.29	\$ 102,844.99	\$ 134.70
Hide-A-Way	\$ 7,971.78	\$ 21,926.02	\$ 27,198.85	\$ 5,272.83
				\$ 2,292.04

Metis Local #199 Grande Cache  
General  
For Year Ending August 2016

For Year Ending August 31

2016

Revenue

\$222,999.61

Total Revenue

\$222,999.61

Expenses

Utilities	\$ 9,115.13
Concession	\$ 9,181.66
Building Maintenance	\$ 3,807.85
Labour	\$ 11,765.30
Supplies	\$ 6,806.49
Insurance	\$ 16,934.00
Catering	\$ 4,791.00
Misc.	\$ 27,245.44
Rent	\$ 33,900.00
Accommodations	\$ 815.61
Consulting Fees	\$ 86,307.71
Homework Donations	\$ 5,000.00
Scholarships/Benevolents	\$ 2,142.50
Bank Fees	\$ 36.40
	\$ 217,849.09

Profit

\$ 5,150.52

Metis Local #1994 Grande Cache  
Nevada  
For Year Ending August 2016

Date	Account	Cheque Number	Utilities	Misc.
2015-09-02	Milner Power	dd	\$ 365.29	
2015-09-02	Telus	367	\$ 340.72	
2015-09-15	Pine Plaza Developments	368	\$ 96.96	
2015-09-18	Telus	369	\$ 340.31	
2015-10-19	Pine Plaza Developments	370	\$ 193.76	
2015-09-30	Milner Power	dd	\$ 236.62 ✓	
2015-09-30	Service Fees	dd		\$ 3.20
2015-11-03	Milner Power	dd	\$ 257.47 ✓	
2015-11-30	Milner Power	dd	\$ 219.32 ✓	
2015-12-29	Milner Power	dd	\$ 234.71 ✓	
2016-01-27	Milner Power	dd	\$ 369.19 ✓	
2016-01-27	deposit	<i>transfer from general</i>		
2016-02-29	deposit			\$ 200.00
2016-02-29	milner Power	dd	\$ 230.71 ✓	\$ 300.00
			<u>\$ 2,885.06</u>	<u>\$ 3.20</u>
				\$ 500.00

Total Expenses

\$ 2,888.26

Utilities	\$	2,885.06
Nevada Sales	\$	
Bank Fees	\$	3.20
Transfer to Bingo	\$	

Opening bank bala

\$2,473.62

expenses

\$2,888.26

deposits

\$500.00

Closing Bank Balance

\$85.36



Metis Local #1994 Grande Cache  
 Servus  
 For Year Ending August 2016

For Year Ending August 31

2013

Revenue

\$ 31,599.61

Total Revenue

\$ 31,599.61

Expenses

Consulting

\$ 10,200.00

Labour

\$ 3,900.00

Misc.

\$ 6,946.38

Loan

\$ 10,200.00

Total Expenses

\$ 31,246.38

Profit

\$ 353.23

Metis Local #1994 Grande Cache  
Hide-A-Way

For Year Ending August 31

2014

Revenue

\$ 21,926.02

Total Revenue

\$ 21,926.02

Expenses

Utilities/Internet/computers

\$ 1,783.43

Supplies

\$ 1,399.28

Labour

\$ 14,753.25

Fuel Direct Debit

\$ 7,469.95

Property Taxes

\$ 1,790.54

Bank Fees

\$ 2.40

Total Expenses

\$ 27,198.85

Profit / Loss

\$ 5,272.83

Name RL FINDLAY  
 Position PRESIDENT  
 Address Box 175  
 City Grande Cache  
 Postal Code T0E 0Y0  
 Phone No. 780-827-2002  
 Signature [Signature]

Name Karen Barrett  
 Position Secretary / Treasurer  
 Address Box 223  
 City Grande Cache  
 Postal Code T0E 0Y0  
 Phone No. 780-827-6134  
 Signature [Signature]

I, Gail Johnner confirm that I have audited the financial statement for Metis Nation of Alberta Association Local Council #1994 of Grande Cache for the year ending August 31, 2016.

Gail Johnner  
 Gail Johnner  
 Metis Regional Council - Zone IV  
 11724 - 95 Street  
 Edmonton, AB T5G 1L9  
 780-944-9288

4707 – 50 Street, Box 1079, Valleyview AB T0H 3N0  
T 780.524.7603 F 780.524.7603  
[www.mdgreenview.ab.ca](http://www.mdgreenview.ab.ca)

---

SUBJECT:	<b>Managers' Report</b>		
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	Wednesday, February-15-2017	GM: INT	MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services		PREPARER: LDH

---

## RELEVANT LEGISLATION:

**Green View FCSS Policy-N/A**

---

## RECOMMENDED ACTION:

**MOTION:** That Green View Family and Community Support Services Board accept the February 2017 Managers report as presented for information.

---

## BACKGROUND / PROPOSAL:

Monthly reports are provided to the Board for information.

---

## OPTIONS / BENEFITS / DISADVANTAGES:

**Option** – The Green View FCSS Board has the option to accept or deny the report as presented.

**Benefit** – The benefit of accepting the report is to update the Board on services provided by the Manager.

**Disadvantages** – There are no perceived disadvantages in accepting the report as presented.

---

## COSTS / SOURCE OF FUNDING:

N/A

---

## ATTACHMENT(S):

February Managers report.



## **Managers Board Report – Regular FCSS Board Meeting February, 2017**

- The HEART Team hosted Valleyview's first ever Breakfast With the Guys on January 26<sup>th</sup>. The intention of the breakfast was to increase awareness about domestic violence and to engage men and boys to be part of the solution. The turnout for the breakfast exceeded expectations, with approximately 90 people in attendance. Survey results were extremely positive, showing 100% of participants indicating they would be interested in attending another Breakfast with the Guys and 100% stated they came away with more knowledge about Domestic Violence. The majority of respondents stated they would like to see Breakfasts take place twice a year and to include information on bystander training, healthy masculinity, and domestic violence in the workplace. Following the Breakfast the keynote speaker provided a presentation on bystander intervention to the Junior High school students at Hillside High.
- At the interagency meeting held on February 7, FCSS hosted a guest speaker from HIV North to brief participants on fentanyl and naloxone use.
- Grande Prairie Volunteer Services Bureau is once again seeking nominations for the Leaders of Tomorrow Awards. These awards recognize youth ages 13-18 who have made outstanding contributions to their community through volunteerism and demonstrating leadership. Individuals, community groups, educational institutes and voluntary organizations are invited to nominate youth who deserve recognition for their devotion to the helping others and bettering their community. Nomination packages are available at the FCSS office and the deadline for submitting a nomination is April 3.
- The contract with Alberta Works enabling Green View FCSS to offer employment supports to the community has been extended for a two year term.
- The FCSS Manager has enrolled in the Indigenous Partnership Development Program through the University of Alberta. The program is designed to help non Indigenous business and public sector employees work more effectively alongside Indigenous communities with greater understanding.

- Green View FCSS has received the first shipment of Baby Boxes. Information on how you can receive a Baby Box will now be distributed to the community.
- The Human Services Ministry has been split into two separate ministries, Children Services and Community and Social Services. Family and Community Support Services falls under Community and Social Services Ministry led by Minister Irfan Sabir.
- The Next regularly held meeting is scheduled for March 15 @ 9:30.

4707 – 50 Street, Box 1079, Valleyview AB T0H 3N0  
T 780.524.7603 F 780.524.7603  
[www.mdgreenview.ab.ca](http://www.mdgreenview.ab.ca)

---

SUBJECT:	<b>Adult Coordinators Report</b>	
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	Wednesday, February-15-2017	GM: INT MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services	PREPARER: LDH

---

## RELEVANT LEGISLATION:

**Green View FCSS Policy-N/A**

---

## RECOMMENDED ACTION:

**MOTION:** That Green View Family and Community Support Services Board accept the February 2017 Adult Coordinators report as presented for information.

---

## BACKGROUND / PROPOSAL:

Monthly Coordinators reports are provided to the Board for information.

---

## OPTIONS / BENEFITS / DISADVANTAGES:

**Option** – The Green View FCSS Board has the option to accept or deny the report as presented.

**Benefit** – The benefit of accepting the report is to update the Board on services provided by the Adult Coordinator.

**Disadvantages** – There are no perceived disadvantages to accepting the report.

---

## COSTS / SOURCE OF FUNDING:

N/A

---

## ATTACHMENT(S):

February Adult Coordinators report.



To: Lisa Hannaford, Manager  
From: Coordinator, Adult  
Subject: February Coordinators Report

- **Home Support** 64 clients (MD 36- VV 28)

2016 Outcomes- the Home Support program had 77 participants during the year, surveys were

mailed to 57 and 32 have been received back. All of the respondents indicated that the Home Support Program has contributed to their ability to remain at home. And 29 of 30 reported that as a result of contact with Green View FCSS and my home support worker I know more about how to access the community resources that I need.

2017	Jan	Feb
<b>Home Support Clients</b>	64	
<b>Billable Hours</b>	348.5	

- **Wheels 4 Meals**

2016 Outcomes- the W4M program had 20 participants during the year, surveys were mailed to 12 and 5 have been received back.

All of the respondents have indicated that the Wheels 4 Meals program has contributed to their ability to remain in their own homes.

2017	Jan	Feb
<b>W4M Deliveries</b>	137	0
<b>W4M Kms</b>	84	0
<b>W4M Hrs</b>	25.0	0.0

- **Balance in Valleyview** (MD 13- VV 14)

2016 Outcomes- the program ran for two series in VV. In total we had 27 participants attend, 22 surveys were returned and all indicated that as a result of the Balance program they have been able to do more day to day things that they enjoy and has helped them believe they have the ability to improve their health.

The spring set of Balance in Valleyview is booked to start in March, It will run 2 times a week for 5 weeks.

- **Balance in DeBolt**

2016 Outcomes- the program ran for one series in the spring. We had 28 people register with an average attendance of about 6-7 people. Only 3 evaluations were completed, but they were excellent. The booking of the location and having suitable chairs was a challenge for the instructor. Discussion is happening to see if the interest level is feasible to warrant the offering and if current instructor is willing to run it.

- **Caregiver Workshops**

2016 Outcomes- 10 people participated in the workshops in the 2016 year. All respondents stated that the workshops gave them new information on handling stress and an increased knowledge of how to maintain a healthy balance in their life.

One workshop “Organization” ran in January. 3 people came to the session. “The Paper Dragon” had to be cancelled and will be rebooked. Although the numbers of participants have not been high the program seems to be helping those people so planning is underway to hold more workshops on a regular basis.

- **Adult Support and Referral**  
(MD. 252 VV.271 SL.116)

2016 Outcomes- 639 needs were addressed with help from the Support and Referral program. This program continues to be highly utilized by all ages but mainly our senior population.

In January 29 people came in to get assistance with 34 needs.

<b>January 2017</b>		<b>Residence</b>		
<b>Support Needs</b>	<b>MD</b>	<b>VV</b>	<b>SL IR</b>	
<b>Other</b>	2	2	0	
<b>Referral to Other</b>	0	1	0	
<b>Ab Seniors Supports</b>	3	1	0	
<b>Canada Pension Plan</b>	4	2	0	
<b>Old Age Security/ GIS</b>	2	1	0	
<b>Death/ Wills (all)</b>	0	0	0	
<b>CRA Inquiry</b>	1	2	0	
<b>Elder Abuse Situation</b>	0	0	0	
<b>Home Support</b>	1	4	0	
<b>Commissioner/ Notary</b>	0	5	3	
<b>Monthly Total</b>	13	18	3	

- **Community Volunteer Income Tax Program (CVITP)**

We are getting ready to start the new tax season, e-filing is closed until Feb 15<sup>th</sup>. We have not yet received our 2016 tax preparation programs, they should be here by the end of the month. This year we have 4 volunteer tax preparers. 3 in Valleyview and 1 in DeBolt. We will be holding our meeting/training by the end of the month and will get our tax clinic days booked for March and April.

I was contacted by the Elder Coordinator at SLIR, about doing tax returns on the reserve, I have assisted them in registering as their own CVITP community agency and I am hopeful that they will follow through and get their tax return training completed in time to assist their community this season.

Senior	AISH	Low Inc	GST	CCTB	#children	WITB	GIS	REFUND	TOTAL
153	30	348	\$191,213.00	\$785,255.00	158	\$41,451.00	\$725,802.00	\$108,035.00	\$ 1,842,991.00
Total Returns									
531			<b>2016</b>						

**GST** (Good & Services Tax) **CCTB** (Child Tax Benefit), **WITB** (Working Income Tax Benefit), **GIS** (Guaranteed Income Support) are all federal programs that only pay out if the income tax return is filed on time.

\*The Canada child tax benefit (CCTB) is a tax-free monthly payment made to eligible families to help them with the cost of raising children under 18 years of age.

\*The working income tax benefit (WITB) is a refundable tax credit intended to provide tax relief for eligible working low-income individuals and families who are already in the workforce and to encourage other Canadians to enter the workforce.

\*The Guaranteed Income Supplement (GIS) provides a monthly non-taxable benefit to Old Age Security (OAS) pension recipients who have a low income.

*Michelle Hagen*  
Adult Coordinator

4707 – 50 Street, Box 1079, Valleyview AB T0H 3N0  
T 780.524.7603 F 780.524.7603  
[www.mdgreenview.ab.ca](http://www.mdgreenview.ab.ca)

---

SUBJECT:	<b>Community Resource Centre Coordinators Report</b>		
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	Wednesday, February-15-2017	GM:	INT      MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services		PREPARER: LDH

---

## RELEVANT LEGISLATION:

**Green View FCSS Policy-N/A**

---

## RECOMMENDED ACTION:

**MOTION:** That Green View Family and Community Support Services Board accept the February 2017 Community Resource Centre Coordinators report as presented for information.

---

## BACKGROUND / PROPOSAL:

Monthly Coordinators reports are provided to the Board for information.

---

## OPTIONS / BENEFITS / DISADVANTAGES:

**Option** – The Green View FCSS Board has the option to accept or deny the report as presented.

**Benefit** – The benefit of accepting the report is to update the Board on services provided by the Community Resource Centre Coordinator.

**Disadvantages** – There are no perceived disadvantages to accepting the report.

---

## COSTS / SOURCE OF FUNDING:

N/A

---

## ATTACHMENT(S):

February Community Resource Centre Coordinator report.



February 2, 2017

TO: Lisa Hannaford, Manager  
 FROM: Corinne D'Onofrio, Community Resource Center Coordinator  
 SUBJECT: February Coordinator Report

### Stats Report for January 2016:

Green View FCSS Community Resource Center assisted a total of 433 client visits in the month of January.

The breakdown of January client visits can be seen below.

Year End Report 2016	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support	52												
Employment Supports	144												
Other Clients	237												
<b>Total Clients Visits</b>	<b>433</b>												
<b>Residence Break Down:</b>													
MD	106												
Sturgeon Lake	104												
Town	223												
New	19												
Returning	414												
Total Clients Visits	433												

The next 3 charts show the breakdown of services provided between the Town of Valleyview, Greenview, and Sturgeon Lake Cree Nation.

Green View Family & Community Support Services  
 4707 – 50 Street, Box 1079  
 Valleyview, Alberta T0H 3N0

The table below shows the breakdown of services provided for the Greenview residents.

Year End Report 2016	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	13												
Employment Supports	31												
Other Clients	62												
<b>Total Clients Visits</b>	<b>106</b>												
<b>Residence Break Down:</b>													
MD	106												
New	10												
Returning	96												
Total Clients	106												
YES	106												
NO	0												
<b>Community Social Issues Identified</b>													
CFS	0												
Food Bank	2												
Mental health	4												
Canadian Child Tax Benefits	0												
AISH	2												
Income Support	13												
Alberta Adult/Child Health Benefit	1												
Housing/ Heart River Housing	1												
Service Canada	5												
Seniors Information	11												
Canada Revenue Agency	1												
Employment Supports	31												
Computer Class Participants & Inquires	7												
Childcare subsidy	0												
program inquires	12												
Other questions/inquires	27												
<b>Gender</b>													
Male	42												
Female	64												

The category “other” can represent clients coming in or phoning for directions, phone numbers, assistance with use of the computer, applications, or phone use for example. This month, some examples of the other category included information on Child Maintenance, Legal Aid and resources about separation, divorce and division of property, Landlord and Tenant Act and corresponding resources about tenants and landlord’s rights, and advocating for clients with the Workman’s Compensation Board and private insurance companies.

Green View Family & Community Support Services  
 4707 – 50 Street, Box 1079  
 Valleyview, Alberta T0H 3N0

The table below shows the breakdown of services provided for the Town of Valleyview residents.

Year End Report 2016	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	35												
Employment Supports	64												
Other Clients	124												
<b>Total Clients Visits</b>	<b>223</b>												
<b>Residence Break Down:</b>													
Town	223												
New	7												
Returning	216												
Total Clients Visits	223												
YES	223												
NO	0												
<b>Community Social Issues Identified</b>													
CFS	0												
Food Bank	8												
Mental Health	4												
Canadian Child Tax Benefits	5												
AISH	5												
Income Support	35												
Alberta Adult/Child Health Benefit	2												
Housing/ Heart River Housing	4												
Service Canada	19												
Seniors Information	17												
Canada Revenue Agency	7												
Employment Supports	64												
Computer Class Participants & Inquires	7												
Childcare subsidy program inquires	2												
Other questions/inquires	50												
<b>Gender</b>													
Male	97												
Female	126												

The table below shows the breakdown of services provided for Sturgeon Lake Cree Nation residents.

Green View Family & Community Support Services  
 4707 – 50 Street, Box 1079  
 Valleyview, Alberta T0H 3N0



Year End Report 2016	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Income Support clients	4												
Employment Supports	49												
Other Clients	51												
<b>Total Clients Visits</b>	<b>104</b>												
<b>Residence Break Down:</b>													
Sturgeon Lake Cree Nation	104												
New	2												
Returning	102												
Total Clients	104												
YES	104												
NO	0												
<b>Community Social Issues Identified</b>													
CFS	0												
Food Bank	0												
Mental Health	4												
Canadian Child Tax Benefits	0												
AISH	3												
Income Support	4												
Alberta Adult/Child Health Benefit	1												
Housing/ Heart River Housing	1												
Service Canada	5												
Seniors Information	4												
Canada Revenue Agency	9												
Employment Supports	49												
Computer Class Participants & Inquires	1												
Childcare subsidy	0												
program inquiries	3												
Other questions/inquires	26												
<b>Gender</b>													
Male	49												
Female	55												

The Community Resource Center assisted 433 clients in January. Clients continue to access services to fax and photocopy documentation for Alberta Works, and speak to their workers by phone. Employment supports occur daily and assistance with other applications such as Employment Insurance, Alberta Health Care, Food Bank and Heart River Housing.

Clients visits increased in January by a substantial amount, 163 client increase from December. Numerous clients visited the Resource Center this month for assistance with their Employment Insurance claims as well as filing monthly reports. Applications for Emergency Prescription benefits through Alberta Works were also on the rise this month. The Resource Center also assists clients with programming information and sign up for various Green View FCSS programs and referrals to other community organizations such as Parent Link, Victim's Assistance, Valleyview Recreation Department, WJS, MITTA, Native Counselling, and Alberta Health Services. Computer Basics classes began on January 19<sup>th</sup>, and will run for 6 weeks. Six participants attended the first session and nine attended the second.

Respectfully submitted,  
Corinne D'Onofrio

Green View Family & Community Support Services  
4707 – 50 Street, Box 1079  
Valleyview, Alberta T0H 3N0

4707 – 50 Street, Box 1079, Valleyview AB T0H 3N0  
T 780.524.7603 F 780.524.7603  
[www.mdgreenview.ab.ca](http://www.mdgreenview.ab.ca)

---

SUBJECT:	<b>Support Coordinators Report</b>	
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	Wednesday, February-15-2017	GM: INT MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services	PREPARER: LDH

---

### RELEVANT LEGISLATION:

**Green View FCSS Policy-N/A**

---

### RECOMMENDED ACTION:

**MOTION:** That Green View Family and Community Support Services Board accept the February 2017 Support Coordinators report as presented for information.

---

### BACKGROUND / PROPOSAL:

Monthly Coordinators reports are provided to the Board for information.

---

### OPTIONS / BENEFITS / DISADVANTAGES:

**Option** – The Green View FCSS Board has the option to accept or deny the report as presented.

**Benefit** – The benefit of accepting the report is to update the Board on services provided by the Support Coordinator.

**Disadvantages** – There are no perceived disadvantages.

---

### COSTS / SOURCE OF FUNDING:

N/A

---

### ATTACHMENT(S):

February Support Coordinator report.



February 2nd, 2017

TO: Lisa Hannaford

FROM: Beverly Osborne, Support Coordinator

SUBJECT: Support Coordinator's Report

During the month of January, the following tasks/outcomes were met:

1. Assisted 201 of 433 clients during the month of January.
2. 1-2 women per week, have accessed the support program: WEB (Women Embracing Balance).
3. 3/6 sessions of Finding Our Voices have been completed with 6 women attending the program. All of the participants have commented feeling more empowered and are willing to take responsibility for themselves and their actions, as a result of the program.
4. Growth Circle has completed 3/8 sessions, with 8 women attending the program. All participants have indicated that the program has increased their knowledge and understanding of domestic violence.
5. The first of a series of four articles designed to bring awareness to programs offered at Green View FCSS, was submitted to Town and Country Newspaper. The topic of the second article will be "The Caregiver and Mental Health" which will be published in the February edition of the paper.
6. Valleyview Memorial Hall has been booked for the Volunteer Appreciation Evening on April 26<sup>th</sup>. Preparations for the event will continue throughout the next 2 months.
7. Breakfast with the Guys which took place on January 26<sup>th</sup> was a success with 70+ persons attending.

Respectfully Submitted:

B. Osborne

Green View Family & Community Support Services  
Box 1079  
Valleyview, Alberta  
T0H 3N0

4707 – 50 Street, Box 1079, Valleyview AB T0H 3N0  
T 780.524.7603 F 780.524.7603  
[www.mdgreenview.ab.ca](http://www.mdgreenview.ab.ca)

---

SUBJECT:	<b>Youth Coordinators Report</b>	
SUBMISSION TO:	Green View Family & Community Support Services Board Meeting	REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE:	Wednesday, February-15-2017	GM: INT MANAGER: LDH
DEPARTMENT:	Green View Family & Community Support Services	PREPARER: LDH

---

### RELEVANT LEGISLATION:

**Green View FCSS Policy-N/A**

---

### RECOMMENDED ACTION:

**MOTION:** That Green View Family and Community Support Services Board accept the February 2017 Youth Coordinators report as presented for information.

---

### BACKGROUND / PROPOSAL:

Monthly Coordinators reports are provided to the Board for information.

---

### OPTIONS / BENEFITS / DISADVANTAGES:

**Option** – The Green View FCSS Board has the option to accept or deny the report as presented.

**Benefit** – The benefit of accepting the report is to update the Board on services provided by the Youth Coordinator.

**Disadvantages** – There are no perceived disadvantages in accepting the report.

---

### COSTS / SOURCE OF FUNDING:

N/A

---

### ATTACHMENT(S):

February Youth Coordinator report.



February 2, 2017

TO: Lisa Hannaford

FROM: Bretley Dunn, Coordinator, Youth

SUBJECT: February Coordinator's Report

**Programs completed in January, 2017:**

- Oscar Adolphson:
  - Hands are Not for Hitting: Two classes of Grade 1 students.
- St. Stephen's:
  - MindUp!: Grade 3 and Grade 6. Students from the grade 3 group reported on their post-tests, "I learned that I have a wise leader in my head", "I learned that I can control my body", and "I learned to be mindful which means not to judge". A grade 6 student stated, "I learned how to focus and pay attention more often".
  - I Can Handle Anger: Two classes of Grade 2 students.
  - Hands are not for Hitting: Grade 1.

**Programs continuing in February, 2017:**

- Oscar Adolphson:
  - I Can Handle Anger: Two classes of Grade 2 students. *Program teaches students how to recognize their anger and deal with it in healthy ways.*
- Hillside High School:
  - SKILLS: Two Grade 8 classes-6 week duration. *This program educates students about healthy relationships and provides them with factual information equipping them to resist pressure to become sexually involved before they are ready.*
- Ridgevalley School:
  - SKILLS: Grade 8 class-8 week duration.
  - I Can Handle Anger: Grade 2. Hands are Not for Hitting: Grade 1. *Program helps students gain restraint skills.*
  - MindUp!: Grade 3. *This program uses awareness of how our brains work and mindfulness to teach emotional self-regulation in students.*
- St. Stephen's:
  - WhyTry?: Grade 5. *This program teaches that although making good choices can be difficult, doing so results in more opportunity, freedom, and self-respect.*

Green View Family & Community Support Services  
 Box 1079  
 Valleyview, Alberta  
 T0H 3N0

**Programs beginning in February, 2017:**

- Oscar Adolphson:
  - Friendship Group: *A small group for grade 1 girls to promote friendship.*
- Harry Gray Elementary:
  - Girls Groups: Grade 5 and Grade 6. *Small groups created to help build girls' personal strengths and develop social skills which will help them to be more successful at school, at home, and with peers.*

In January I was privileged to attend Valleyview's first Breakfast with the Guys, where nearly 75 men from the community came to enjoy a tasty meal and educate themselves on the issues surrounding domestic violence. The response was overwhelmingly positive. Following the breakfast I was able to join Tuval Dinner Nafshi, a representative from the Alberta Council of Women's Shelters, for a presentation he gave to all junior high students at Hillside High School.

Another highlight was having the opportunity to deliver Sparks Fly stationary bikes to Susa Lake School. It was exciting to see the student's enthusiasm as well as hear the gratitude expressed by the teachers.

Moving forward in February I am looking forward to taking the lead on increasing Facebook engagement and reach. I think social media is a great tool for spreading important messages and think there will be much value in using our platform to educate and inform our followers on an array of different topics.

Respectfully Submitted,  
Bretley Dunn